

St Agnes Parish Neighbourhood Development Plan Steering Group
Minutes of the Wednesday 12th July 2017 Meeting 27
Blackwater Village Hall



1. Present:

Cheryl Marriott	Pauline Barrow	Roger Radcliffe	
Mike Lunn	Martin Ripper	Alan Clark	Jinny Clark
Lyn Davies	Mike Bunt		
Sue Herman			
Rob Wetherill	Di Wetherill		

2. Apologies for absence received.

Apologies received from Dawn Brown, June and Bob Crossland

3. Welcome and Introduction.

Mr Nick Marsden (Principal Development Officer, Housing, Cornwall Council)

4. Action from last meeting.

Mainly dealt with Consultation events. Check list covered by item 6 action below.

5. Feedback from the Parish Council

No feedback.

6. Focus Group Updates:

Focus Group 1 - Housing, Education & Community Facilities

Nick Marsden (Principle Development Officer, Affordable Housing) replied to the following questions:

1. If someone registers on three housing lists does their interest count as just one person in need or will the combined total for the registers inadvertently log this as three?

The Council currently has two housing registers at its disposal; Homechoice primarily for social and affordable rented homes and Help to Buy South West for Intermediate Homes for Sale for example Shared Ownership and Discount Market Sale.

2. Meeting true local need will inevitably require - at some stage - 'one to one' contact with people who have registered, who does this kind of liaison?

The Housing Association is responsible for check and verifying households are eligible and qualifying and carryout pre- tenancy and sale checks and visits.

3. Now that we have our own Housing Need Survey for St. Agnes parish, how will this evidence of need rank against the County registers and the South west register? What is the pecking order for making decisions and who actually makes the decision?

We review all sources of housing need and demand available which will include the housing registers above plus housing need survey's and recent lettings and sales data. It's a comprehensive approach rather than one source ranking higher than another.

4. What counts most in determining a planning application for mixed housing, the appropriateness of the site for development or the offer of affordable housing?

In terms of an exception site the justification for the site to be considered is there's an identifiable housing need. However the site would not be supported if the site was not deemed appropriate in planning terms.

5. When a developer provides local needs housing (rentable, freehold, part purchase or whatever) what is the typical route taken by people who want to occupy one of these houses?

Registering and applying through the housing registers above

6. Effect of CILL Consultation

Nick confirmed that St Agnes Parish fell into Zone 4 (out of 5 where 1 was the most valuable land value) He agreed that this could affect the proportion of affordable housing demanded within Settlement Boundaries

7. Value of NDPs?

Very valuable although must be in line with national and local policy, it is very important to have local level knowledge which is what an NDP offered.

- **Focus Group 2 - Landscape, Natural & Built Environment**

Need sight of landscape character assessment. Roger asked if the focus group needed any further assistance from members of the NDP Steering Group.

Jinny felt that a meeting of the focus group is needed before September to look at anomalies and gaps in their policies.

Next meeting 24th July for focus group.

- **Focus Group 3 - Business, Employment & Infrastructure**

Met with Pete Mitchell and Geof Brown (Cabinet holder for Transport) The scheme to provide a shuttle rail service from Penzance to Plymouth and our idea to investigate using the old St Agnes to Chacewater Branchline to link with this service. Alan supplied Geof with our draft Transport policies for his consideration, FG3 would be meeting soon to discuss Colleen's comments on our draft policies and to also consider the feedback from the consultation events.

Action - focus groups to identify areas (awkward anomalies and gaps in planning eg. Signage in countryside) to ensure the Plan is a really useful tool to assist Planning Officers in their work.

Action - Cheryl to collate and liaise with Coleen or appropriate practioner

Action – focus groups to draw list of common misconceptions / concerns

Action Mike B to send out comments.

Action - Martin volunteered to collate numerical responses and to combine consultation event responses to those of the SurveyMonkey responses.

7. **Project Support Group**

Mike B has brought the NDP website upto date.

Action – Cheryl to provide an update to the homepage to reflect the progress of the plan.

Consultation event feedback and follow-up - Considering the population of the Parish, attendance had been disappointing but the professional displays and the work being done was well received with an average of 90% approval of our draft policies.

Suggested a Bolster article to address some of the common misconceptions/ concerns. To be arranged!

Mike B asked Jinny for details of the initial consultation events. **Action: Jinny to supply** Executive summary, an easily accessible summary of policies etc. Short as possible with most information in appendices Jinny noted Lee Dunkley would put Steering group in touch with Carol Mole (St Minver and Highlands Councillor) who would be willing to speak to group.

Action –Members to look at other NDPs to identify examples of best practice that might be emulated in the production of the St. Agnes Parish NDP.

- 8. What next?** More detailed discussion on what we still have to do, and how we might organise writing the draft plan.
Should be in one voice, possible employment of an editor/copy writer to finalise document.
Action – inform Mike L of good NDPs and he will find out who wrote them.
Action – Alan to send members a copy of the Thame NDP
Action – Cheryl to produce draft structure for content pages for next meeting.

9. Finances & fundraising

Mike L informed members that the Clerk to St Agnes Parish Council had highlighted best practice and procedure for payment of NDP invoices **which was in line with our own Terms of Reference.**

Mike L informed members that the Local Devolution fund grant of £566 would be paid in the coming week.

10. AOB

Items for Pauline to report back to the Parish Council were noted.

Mike B stated that the emerging NDP was now being quoted in some “Design and Access” statements that accompanied Planning Applications.

11. Date & Location of next meeting/s & key agenda items

Next meeting 9th August – St Agnes Parish Council room. 6.45. pm for 7.pm start.