

**St Agnes Parish Neighbourhood Development Plan Steering Group**  
**Minutes of the Wednesday 8<sup>th</sup> November 2017 Meeting 31**  
Mithian Village Hall



[www.stagnesndp.org](http://www.stagnesndp.org)

**1. Present:**

**Roger Radcliffe  
Brown**

**Pauline Barrow**

**Martin Ripper**

**Dawn**

**Lyn Davies**

**Mike Bunt**

**June Crossland**

**Bob Crossland**

Sue Herman

Rob Wetherill

Di Wetherill

**2. Apologies received.**

Apologies received from, **Cheryl Marriott, Alan and Jinny Clark, Michael Lunn**  
In the absence of Cheryl, Roger chaired the meeting.

**3. Minutes of the October 2017 meeting**

Minutes approved and taken as read

**4. Actions from previous meetings (not covered by the agenda)**

June had spoken with Mike Lunn regarding procurement of the Village Character assessment  
Village Character Assessment funding was in place.

Mike B to chase up payment to James Evans

Draft Tourism Policy to be completed and would be circulated to members. Action Roger

Mike B quotes for consultation statement completed

June VCA volunteers recruited but more still needed.

**5. Feedback from the Parish Council**

Pauline informed the Group that the money had been approved for the employment of Tim  
Kellett for the Village Character Assessment

That the PC had adopted new Financial Regulations and the limit had been amended to £500  
before 3 quotes had to be sought.

Parish Cllr John Slater had complimented the Group on the Settlement Boundaries  
document

**6. Focus Group Updates:**

○ **Focus Group 1 - Housing, Education & Community Facilities**

Bob stated that two settlement boundary items were still outstanding, the possible  
inclusion of West End in Blackwater and the proposal to include a Wheal Rose  
Settlement Boundary.

**Blackwater**, as this is a significant change would need to go out to consultation  
again to ask 2 questions

**1)** West End agree to include?

**2)** If yes what to do with fields in between?

Run one consult (4th December) at Passmore Edwards Institute and also online.

Flyer nearly ready for printing

Additional costs for printing and hire of Passmore Edwards hall

Distribution of leaflets to every household in Blackwater. Lynn, Mike B & Martin agreed to deliver  
Mike B to organise printing once the leaflet was ready.

### **Wheal Rose**

June declared an interest and left the room

No previous Carrick DC Settlement Boundary to work from and very difficult to define. Proposal to employ James Evans for a further day to make the most of his consultancy knowledge. Will take longer than Blackwater because it will need to conform to already established decisions made on the other settlement boundaries. Clear brief for a draft settlement boundary. Advise that there will be a consultation event.

**Recommendation -Continue James Evans existing work preparing a draft settlement boundary for Wheal Rose which will then go out for consultation.**

Estimated to be less than £500. **The SG agreed to accept Focus Group recommendation.**

- The Group had met to look at policies to date
- Had been given the up to date numbers on housing
- Noted support for second homes policy.
- By Christmas hope to have draft policies on NDP draft template
- Combined 2 policies into - Homes that meet the needs of the local community.
- Redraft Self Build Policy -Discuss with Imogen at the next meeting.
- Health care facilities within the Parish enablement.
- June and Jinny have looked at open space and equipped open space. Stuart Wallace has looked at policies
- Housing and health care to be discussed at meeting next.

The Steering Group members thanked June and Bob and their Focus Group for all their hard work.

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

Village Character Assessment in progress - Tim Kellett employed 18<sup>th</sup> November MMI for volunteers, would welcome more volunteers. Mike B to issue a further appeal for volunteers on Facebook.

Draft programme for the 18<sup>th</sup> – In the morning Roger would explain and give out background packs for each team, Tim will describe what is needed (a description of all villages to enable future development to be looked at more clearly to allow clear advice and guidelines to be given.)

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

Roger explained that a gap in policies had been identified that led to the production of a draft Tourism Policy. The group had met with St Agnes Chamber of Commerce from which a draft policy had been drafted.

A few amendments needed before it is shared with the SG.

Evidence based from comments at consultations.

The FG had noticed had noticed that agriculture wasn't covered in the business policy. Agreed that other policies protected valuable agricultural land.

**Action - Roger to send to all members final draft of Tourism Policy**

7. **Project Support Group** Consultation report progress  
Mike B Jeff Muir has been asked to produce a communication and engagement report.  
Accept recommendation but seek clarification of work that will be completed for £450.  
Agreed  
**Action - Mike B to email members.**  
**Action - Mike B to resubmit the article intended for November's Bolster to be included in December's.**

8. **Finances & fundraising**  
**Mike Lunn provided a brief written report/projection.**  
Little change in accounts  
Further funding from Localities, Big Lottery funding to be spent by 31<sup>st</sup> March.  
£4788 spent – £ 5212 remaining  
£566 local devolution grant  
£15,000 PC grant.  
**Action - Mike Lunn to pay for hire of Mt Hawke hall for last September meeting.**  
**Action - Alan to send emerging policies to Imogen (The officer replacing Coleen) and to further ascertain if an SEA will be required.**  
A big thank you to Mike L and Mike B

9. **Communications** Bolster articles/web site/Cornwall Council  
Bolster article covered above. Web site was up to date.

10. **AOB**

Agreed that at the December meeting decision regarding final design and additional "NDP for dummies" should be made.

**Actions –**

**Cheryl to invite Imogen to next meeting.**

**Cheryl to send letter of thanks to Coleen (copy to her boss) for all the help given.**

**Mike B to put copy of Financial Regulations on website.**

Date & Location of next meeting

6<sup>th</sup> December Blackwater – 6.45 for 7.00