



Portreath NDP Meeting 29th June 2020

5.30pm via Zoom

Attendees

Heather Mullin, Chris Matijasevic, Claire Whelan, Rose Lewis, Terry Reynard, David Illett, John Eyre, Brigid Clarke, James Evans and Imogen Day

Apologies

Iain Stewart and Cath Dennis

Previous Minutes and Matters Arising

Meeting minutes from 24th February need adding to Basecamp and website.

Action- HM to review matters arising and update via email

CM proposed minutes as accurate and JE seconded.

Declaration of Interests

James Evans is acting as the agent for an application for a change of use from garage to pilates studio at Porthtowan. Imogen Day is the planning officer.

Website Update

The LLCA still has the draft watermark on it. It was confirmed that this will remain until it is consulted on formally.

CW required the vision and aim wording for the NDP. **ID to signpost to this.**

Action- James Evans to add the business and youth engagement to the text of NDP (making sure it aligns with the consultation statement)

Action- ID to send youth engagement debrief, Terms of Reference and procurement process to CW.

Action- CW to add pre-school to list of facilities

Action- James Evans to source better quality map of parish for website.

CW confirmed that the webpage can be edited and updated, Simon to help.

SEA Feedback

Policy 1- Setting thresholds limits affordable housing triggers, however, Portreath is unlikely to have sites of more than 5 units coming forward and the draft NDP relies on rural exception sites delivering the affordable housing need.

JE suggested adding the ERCCIS and County Wildlife Site mapping evidence. All in agreement.

6.1.3- It was clarified that this phrasing was taken from the consultation and engagement process, so it is to remain as worded.

The Coast and Catchment consultee at Cornwall Council added a lot of detail and mapping. A suggestion was to indicate where the SSSI designation could be pushed back inland to if needed. It was decided amongst the group that we did not have the evidence base or local aspiration to do this. It would require an allocation policy which was not raised as a topic during engagement events.

CM has the latest update of the Homechoice register for affordable housing in Portreath.

Action- CM to send the latest Homechoice register figures.

Planning officers raised the point of repetition of the Cornwall Local Plan within the NDP policies. James Evans suggested keeping the repetition of strategic policy to clarify the policy framework.

Policy 7- The policy is too onerous for some types of application, e.g. householder applications which could be a single storey extension. The word 'proportionate' could be added for the requirement of a Design and Access Statement to be submitted with applications.

Action- James Evans to add 'proportionate' to policy 7.

Policy 9- Planning officers noted that some development could justify a departure from this policy approach, however, the NDP would be read as a whole so policy 9 does not need additional 'disclaimer' wording.

James Evans confirmed that the phrase 'valued landscapes' which is referenced in the NDP policy is taken from the National Planning Policy Framework (NPPF) but it needs explanation. John Eyre confirmed that the wording was also taken from the LLCA and agreed it needs clearer direction.

Action- James Evans to add additional explanatory text for 'valued landscapes'

Action- James Evans to create non-designated heritage asset mapping and update the Local Green Space policy wording.

Action- ID to update project plan (including Parish Council approval of draft plan)

Action- James Evans to update Consultation Statement with the SEA comments and actions.

Action- HM to ensure the Consultation Statement links with the Phase 1 report.

Consultation Statement

Action- HM to list appendices (procurement and finance, Commissioned work from CWT) and check the Phase 1 report for volunteer numbers

Action- Workstream leads to give details of subgroups (anonymous)

HM stated that specific mention of the efforts of Rose Lewis should be made, RL gave her permission for this.

Clarification was sought for the survey timings. The paper survey was live from early October to Mid December 2018 and the business survey was live in March and April 2019.

Action- Everyone to check the events record spreadsheet that is on Basecamp (in Comms and Engagement file)

Action- BC to add a summary of the business events that took place to the spreadsheet (meeting in May 19 and business group set up)

Action- CW to add NDP and PC website and facebook updates to spreadsheet

Action- HM to add cart, xmas fayre and school visit summary to spreadsheet.

Action- RL to send a list of the VCA training delegates to HM for consultation statement.

Action- JE to send list of LLCA training delegates to HM for consultation statement.

The consultation statement should be signed off by the steering group at the next NDP meeting.

Basic Conditions Statement

The plan period on the front page should read from 2020-2030. Subject to this amendment the group agreed to sign off the document as fully drafted.

Action- ID to update plan period.

Finance

The groundwork fund money cannot be rolled over from the previous financial year, therefore it must be given back. However, we are able to re-bid for it.

Action- HM and BB to re-bid for Groundwork fund

Additional money has been gifted from Love Portreath (£X).

The Big Lottery Fund application for £10,000 was unsuccessful, however, we are able to undertake the necessary work to progress with the NDP process without the funding.

Action- HM to circulate finance paper

The PIC funded the World Heritage Site training which will now be used for future consultation.

Pre-submission Consultation

The project plan dictates that this will begin from 6th October for 6 weeks.

Action- HM to set up subgroup (HM, TR and ID) to start organising the consultation before NDP meeting in August.

Other parishes have continued with consultation throughout COVID19. Some have written to all households within the parish. The subgroup should consider these options and make recommendations for next meeting.

Action- Subgroup to consider formal consultation options in light of COVID restrictions

AOB

Next meeting confirmed for 10th August at 5.30pm via Zoom.

RL stated that the heritage inventory needs correcting (it is out to consultation at the moment).

Action- JE to help with mapping and formatting of heritage inventory (6 maps).

Action- RL to make corrections and circulate in advance of 10th August (ideally by 27th July) for sign off at next meeting.

Action- ID, HM and James Evans to finalise Basic Conditions Statement and Consultation Statement by 27th July- 2 weeks before next meeting.