

LANDULPH PARISH NEIGHBOURHOOD PLAN

Minutes of the steering group meeting held on Monday 6th August 2018
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

PRESENT Debbie Allan, , Gaye Braund (PC), Tim Burns,
Jo Butcher (Chairman), Steve Dennis, Glenn Honey, Marcia Pirie,
Gerry Stevenson , Jenny Turnage(Secretary),

WELCOME JB welcomed everyone to the meeting on this lovely
summer evening after such a long break

APOLOGIES Rose Craddick (PC), John Hall (Treasurer), Cindy
Zimmer

1. **APPROVAL OF MINUTES** The minutes of the meeting held on
8th January 2018 were read and signed as a true record.

2. **MATTERS ARISING** 4 (ii) SEA opinion received

3. **TREASURER'S REPORT** JB reported that there has been no
movement on the account

4. **ADVICE RECEIVED RE GENERAL DATA PROTECTION
REGULATIONS (GDPR)**

(i) JB explained that the committee had received advice from
Zoe at County that the names of individuals who sent in replies to the
pre submission consultation must not be published. It is OK to identify
the name of organisations who sent in replies.

County has now modified their template letter for NP groups to use
asking respondents for permission to publish names, too late for
Landulph to use.

(ii) JB asked whether this committee , as a sub committee under the
Parish Council , would be covered or included in the GDPR regulations
adopted by the Parish Council.

GB as representative of the PC advised that the development of a PC
policy on data Protection is still ongoing. GB will raise the question at
the next PC meeting.

5. **CONSIDERATION OF THE REPLIES TO THE REGULATION 14
PRE SUBMISSION CONSULTATION**

(i) JB explained the process of dealing with consultation replies.
All replies must be collated as part of the Consultation Statement to present
to County for consideration, and eventually the Examiner. The steering
group could, agree, disagree or make changes to the plan. Cornwall
planning will then examine our responses to ensure they are legal, comply
with the Local Plan and decide whether any changes made necessitate a
new SEA.

(ii) The group then went through all the replies one by one . After
much deliberation the majority of responses were agreed. See attached
documents (organisation replies and Individual replies)

(iii) There was a long debate on the issue of quoting a maximum of 5 or 6 dwellings per site. TB suggested a compromise of quoting a maximum of 5 open market and one affordable dwelling per site. JB will contact Zoe at County to advise on the possibility of adopting this as policy. The meeting agreed to amend the plan to 5 + 1 if possible or if this was not possible the number would remain at 5.

6. NEXT STEPS (i) Prepare and send results of consultation to Cornwall JB, DA, JH, and JT will complete the table of responses and send it on to Zoe for her initial comments..

(ii) Amend plan after item 5 consideration
JB, DA, JH, and JT will make any agreed changes to the plan and then send it on to Zoe.

(iii) Prepare Basic Conditions Statement
JB, DA, JH, and JT will finish the Basic Conditions Statement and then send it to Zoe

(iv) Prepare Consultation Statement
JB, DA, JH, and JT will complete the Consultation Statement and then send it to Zoe

The amended plan and all other documents mentioned above will also be put onto the plan website

(v) Set up group to prepare report to the parish council on points raised in the various consultations that are not part of the plan

GB, SD and GH agreed to work together to go through all the public consultation reports to create a list of topics raised by the residents that are not part of the plan remit. They will expand the list into a document that will be sent to the PC for their consideration.

At this point the meeting agreed to add the following item to the agenda following points raised in the recent Parish Council meetings.

7. POINTS THAT LANDULPH PARISH COUNCIL HAVE ASKED TO BE CLARIFIED.

GB (PC) was asked to raise the following questions following debate during the last two PC meetings

- 1 How many comments made about a subject before change considered?
- 2 The review system going forward.
- 3 The next stage after comments discussed.
- 4 When do PC adopt plan ie before or after referendum?
- 5 Will plan be available before next submission to county?

The group also noted that the unapproved minutes of the PC meeting held on 16th July to respond to the Reg 14 Consultation Process for Landulph Plan , included the points (a) The PC would like to review the consultation process

(b) The PC would like to become more involved.

After some discussion it was noted 2 of the steering group members are parish councillors and the conduit for communication between the steering group and the the PC. GS, former PC chair, explained that a Neighbourhood

plan is to be community led.

The group agreed the following responses to the queries.

1 How many comments made about a subject before change considered.?

All submissions are considered by the Landulph Neighbourhood Plan Steering Group and checked against the evidence we have (see evidence area on the website and also the appendices).

2 The review system going forward?

The plan will be shown to county (Zoe Bernard Johns, Senior Policy Officer) before formally submitting with Basic conditions statement and Consultation Statement. It may be helpful to look at other completed plans in Cornwall to see their Basic Statement and consultation statements.

3 The next stage after comments discussed?

County will comment on any alterations to the plan. It may be if any alterations are significant we may need to undergo another SEA(which would be the 3rd)

4 When do PC adopt plan ie before or after referendum.

The Plan is adopted by County

5 Will plan be available before next submission to county?

The parish Council representatives on the Steering Group will have a copy with any alterations made by the steering group.

JB also added:- The document link below is helpful in explaining the process. Please refer to

https://neighbourhoodplanning.org/wp-content/uploads/NP_Roadmap_online_full.pdf **representations and modifications**

Any comments received by the end of the consultation period must be considered conscientiously by the neighbourhood planning body. All representations need to be considered, but it is legitimate for the neighbourhood plan body to take a different view. Indeed, different representations may demonstrate opposing views. A planning judgement needs to be taken.

A decision will need to be made over whether or not to amend the neighbourhood plan in response to each representation. The decisions on whether or not to amend the plan, and the reasoning behind them, should be recorded, as this information will need to be incorporated into the consultation statement (see later section on the consultation statement).

The neighbourhood planning body will need to agree the modifications and approve the resulting draft of the plan for

submission to the local planning authority.

8. ANY OTHER BUSINESS (i) JB explained that the plan website contract is due to run out in September this year. Tim Bell set up the site in 2015 when he was webmaster but is now having great difficulty contacting the site's providers. He is hoping to arrange an extension soon.

(ii) Following the new GDPR advice, the chairman asked all members if they agreed to have their names as members of the group on the plan website and quoted in the plan documents..

All agreed.

9. DATE OF NEXT MEETING Monday 10th September 2018
at 7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen

The meeting ended at 9.25 pm