

LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Steering Group meeting held on Monday 12th November 2018
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

PRESENT Debbie Allan, , Richard Allan, Gaye Braund (PC), Jo Butcher (Chairman), Steve Dennis, John Hall (Treasurer), Marcia Pirie, Gerry Stevenson , Jenny Turnage(Secretary), Martin Worth (PC chairman)

WELCOME JB welcomed everyone to the meeting. She gave a special welcome to new member MH, chair of Landulph PC and checked that he knew who everybody was.

APOLOGIES Tim Burns, Rose Craddick (PC), Glenn Honey, Cindy Zimmer

1. APPROVAL OF MINUTES (i) The minutes of the meeting held on 3rd September 2018 were read. GB asked for one alteration, Item 3(i)(e) the final phrase “ without the prior approval of the PC chair.” to read “without the prior approval of the PC” All present agreed.

(ii) The minutes were then signed as a true record.

2. MATTERS ARISING There were none.

3. TREASURER’S REPORT (i) JH reported that there is £1156.34 in the bank account and that there has been no movement for some months. He added that the committee have all been thrifty with very few expenses claimed.

(ii) JH said all the unused grant monies have been repaid and asked whether the committee will need to discuss the disposal of any surplus funds at the end of the plan process.

GS reminded everyone that the constitution states “ Upon dissolution of the Steering Group, any remaining funds shall be passed to the Parish Council “

JH said that perhaps the two personal donations received to provide start up funds for the committee may be repaid to the donors with remaining funds from the PC donation returning to the PC.

The committee will confirm disposal arrangements nearer the time.

4. PROGRESS OF THE PLAN (i) JB reported that the final draft plan together with the Basic Conditions and Consultation Statement have been presented to the PC. After intensive discussion between councillors at their 15th October 2018 meeting the PC agreed to approve the plan

(ii) The plan with Basic Conditions and Consultation Statement were submitted to Cornwall on 29th October for their preliminary checks prior to sending it on to the examiner.

<p>(iii) Cornwall then contacted the committee to say that the qualifying body to submit the plan is the Parish Council and asked that the PC re-submit the plan.</p> <p>(iv) Emma, for the Cornwall Council , also suggested some minor amendments to the plan could be made prior to re submitting. After some further discussion with Emma to clarify exactly what was needed the following alterations were made.</p> <p>(a) Basic Conditions to include the full SEA report with the decision letter, to include copies of the appendices rather than only links to the website and to add a photo to the front page.</p> <p>(b) the Consultation Statement to include copies of the appendices rather than only links to the website, to add details of request to British Gas and the new dates for the Reg 14 consultation, restore the link to Appendix 16 on the plan website</p> <p>(c) Evidence document to include copies of each document rather than only links to the website,</p> <p>(d) Neighbourhood Plan to add a photo to the front page.</p> <p>(v) DA advised that she had been advised by Zoe from CC that these minor amendments would not require a new PC vote of approval.</p> <p>(vi) JB will now ask the PC to resubmit the plan to Cornwall who will check that it complies with all legal provisions, check that all the statutory consultees are happy and then look to appoint an independent examiner. MW agreed that as the alterations are only minor there is no need for a further PC vote to approve the plan. As soon as he has confirmed that the “hard copies” mentioned by Emma means digital copies included in the documents rather than actual paper copies, the plan will be re submitted by the PC.</p> <p>5. UP DATE ON DATA PROTECTION ISSUE During the PC discussion before approving the plan one councilor raised the issue of a possible breach of GDPR in the Consultation Statement., specifically in one of the community responses to Reg 14 Consultations. The secretary contacted the Data Protection Officer for Cornwall who advised that there was no such breach. He added that it is up to any individual who feels aggrieved at comments in the body of a response to seek their own legal advice To further confirm that the committee can black out the partial addresses quoted in the body of the response that is causing concern, the secretary contacted the Information Commissioners Office. They confirmed there is no GPDR breach as addresses on their own do not identify an individual eg there may be more than one person at the address, and that the committee may look to remove any identifiers that are not necessary to share. DA has removed the references causing concern in the response on the website. MW expressed his sympathy with the committee coping with issues being raised by the new data protection rules and the paucity of tried and tested advice available.</p> <p>6. UP DATE FROM SUB GROUP PREPARING REPORT TO THE PARISH COUNCIL ON POINTS RAISED IN THE VARIOUS CONSULTATIONS THAT ARE NOT PART OF THE PLAN GB reported that the group has been preparing a list of topics raised during the plan consultations that do not form part of the plan, eg hedges, roads and the lack of pavements, provision for wheelchair users. They will ask</p>	<p>JB request PC to re submit the plan</p> <p>GB, SD and GH to complete report and forward to PC</p>
--	--

<p>the clerk to add this item to the January PC agenda as they acknowledge that the December meeting is generally taken up with discussions around the precept.</p> <p>7. ANY OTHER BUSINESS GS pointed out a spelling error in the Traffic Report November 2016 where “Stockenden” should be “Stockadon”. DA will amend.</p> <p>8. DATE OF NEXT MEETING To be advised after Cornwall have completed the examination stage</p> <p>7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen</p> <p>Meeting closed at 7.55pm</p>	<p>DA amend traffic census</p>
--	--------------------------------