**St Gluvias Neighbourhood Development Plan - Minutes from Steering meeting 13/11/2018**

Date 13/11/2018

Location Ponsanooth Village Hall

Attendees :- C. Daly (Chair) , M Beckett, M Ferris, S Breckenfield (Minutes), M Manetta, Bill, ?

Apologies:- Paula Udy

1. **Project Plan Update (Simon)**

Project plan presented, updated from August mtg following input from Sarah ???

Key milestones-

1. Develop state of nation comms leaflet - target end Jan 2019
2. Develop pre- submission document for parishioner feedback - target mid May 2019
3. Independent examination of NDP proposal - target August 2019
4. Referendum of revised plan (post examination) - Jan 2020
5. Plan is made - Feb 2020

Costs associated with 1 & 2 are Development plan costs, 3, 4 & 5 are Cornwall council costs.

Develop total budget for St Gluvias plan based on above SB 27/11/18

**2. State of Nation Comms (All)**

Prepare state of nation leaflet for early 2019 issue.

4 sided colour A4 leaflet (as per survey) but lighter grade paper - to be hand delivered?

Use of social media, investigate options All 27/11/18

Contact Richard Griffin re- distribution and future deadlines of Ponsanooth post. SB 27/11/18

Generate graphical representation of survey data and simplified time plan SB 27/11/18

**3. Policy Development (Chris)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Lead** | **Support** | **comments** |
| Transport/Traffic | C. Daly |  |  |
| Where Development | S. Breckenfield |  |  |
| Wildlife & Environment | TBD |  | Cath Statham to produce report |
| Public Footpaths & Open spaces | M Beckett | M Maneta |  |
| Services & Community Facilities | TBA |  |  |
| Design Characteristics | TBA |  |  |
| Historic & Environment | M Beckett | *S Beckett* |  |
| Business Development /Local employment | C Daly | SB | Business needs survey required see 4. below |
| Renewable energy | *J. Kersley* |  |  |

Names in italics to be confirmed for next meeting CD, MB 27/11/18

**4. Business Needs Survey (Chris)**

Mechanism required to identify parish based businesses SB/CD TBD

Business needs survey to be developed, costed and implemented SB/CD TBD

Add business needs survey to timeplan and cost in budget SB

Proposals for consultative meeting

**5. Development opportunities (All)**

Potential rail halt - consider access from Cosawes park from east of rail line as part of justification. CD

Include settlement boundary work in State of Nation survey to prompt land owner to propose SB

Plots for development

**6. Design Criteria (All)**

Agreed that developed guidelines will be broad brush, designed to retain character of segments

of village. E.g Bungalows on Kenall park, Kenall vale - protect against 2nd storey development.

We do not want a design bible.

**7. Additional resource for policy development teams (Chris)**

Include invites to next meeting to all people responding from survey CD 27/11/18

Consider possibility to extend next meeting with evening session for new interested parties.

SB & CD able to support evening slot

Next Meeting - 27th November 16:00 - 18:00 Village Hall *- Possible evening session for working volunteers.*