

# CALSTOCK PARISH COUNCIL

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Thursday 06 January 2015

Dear Member

A meeting of the Neighbourhood Planning Board of the Calstock Parish Council will be held on **Tuesday 13 January 2015 at 1800 the Tamar Valley Centre.**

Yours sincerely

Clerk

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*

## **A G E N D A**

1. Introduction
2. Apologies
3. Minutes of the 04 November 2014 and notes from the Information Sharing session, 02 December 2014
4. Matters Arising
5. Discussion of definition of Neighbourhood Plan (from Rendlesham) “*To preserve and enhance the quality of life, environmental attributes and economic growth of the neighbourhood and to ensure the infrastructure is in place to create a sustainable community for the future generations through the empowerment of local people*” – Cllr Rooker
6. Sarah Arden (Cornwall Council) to talk about housing figures and offer advice for Phase II
7. Formulation of clear descriptions and standards from items discussed at the informal sharing session
8. The way forward for Phase II – clear, objectives/aims/timescales for moving into Phase II
9. AONB Involvement in Neighbourhood Planning – Sam Barnes, AONB
10. Shared Collaborative [electronic] document
11. Date of Next Meeting

Minutes of the **Neighbourhood Plan Strategy Board Meeting** of the Calstock Parish Council held on **Tuesday 13 January 2015** at the Tamar Valley Centre commencing at 1800.

Those present were-

**COUNCILLORS** – Cllr J Moore, Cllr G Rooker, Cllr McLachlan, Deputy Clerk Miss C Bullimore.

**COMMUNITY MEMBERS** – David Harding CHAIR( Community Bus), Sylvia Bonsey (Calstock Churches), Tish Valva (Calstock Resident), Martin Smith (Calstock Village Hall), Jim Walker (TAVATA), Sam Barnes (Tamar Valley AONB), Jean Miller (CFS and Harrowbarrow & Metherell), Joan Veale (Gunnislake U3A), Anna Wright (Gunnislake U3A), Iain Beaumont (National Trust), David Lane (Tamar Community Trust), Sarah Arden (Cornwall Council).

**1. INTRODUCTION**

David Harding welcomed everyone and wished them a happy new year.

**2. APOLOGIES**

Cllr Scrivens.

David Harding explained that Mark Rundle has given his apologies and will be standing down from the Board due to work commitments. David thanked Mark for his enthusiasm and for helping to progress the plan to where it is now.

**3. MINUTES OF 04 NOVEMBER 2014**

The minutes were proposed (Tish Valva) and seconded (Cllr Moore).

**4. MATTERS ARISING**

Register of Interest Forms

If there are any outstanding Register of Interest Forms left, please could you hand them in to Clare – Clare will check for any that have not been handed in.

**ACTION:** - Clare to check if there are still Register of Interest Forms to be handed in.

Electronic Copy of Callington Report

Permission was given from the visitors (Jeremy Smalley) from Somerset who attended Callington's meeting for their report to be circulated which it has been.

**5. DISCUSSION OF DEFINITION OF NEIGHBOURHOOD PLAN – CLLR ROOKER**

Cllr Rooker had found the following definition of Neighbourhood Planning from Rendlesham:

*“To preserve and enhance the quality of life, environmental attributes and economic growth of the neighbourhood and to ensure the infrastructure is in place to create a sustainable community for the future generations through the empowerment of local people”.* Cllr Rooker felt that this summed up the vision of Neighbourhood Planning. Discussion took place about it and it was agreed to change “economic growth” to “economic sustainability”, “conserve” rather than “preserve”. Cllr Moore felt that the statement needs to be adopted and widely used in Phase II and displayed prevalently.

Amended/Adopted statement:

“To conserve and enhance the quality of life, environmental attributes and economic sustainability of the neighbourhood and to ensure the infrastructure is in place to create a sustainable community for the future generations through the empowerment of local people”.

**6. SARAH ARDEN – CORNWALL COUNCIL**

Sarah was introduced to the group and explained that she is part of the Local Planning Team in Cornwall Council and part of her job is to support Neighbourhood Planning Groups. Sarah also works closely with the localism team. Sarah invited an open discussion about some of the key issues that have been identified from Phase I and how these could be taken forward to the community and translated into something that works. She felt that the issues identified (Conserve Village Character, Affordable Housing, Green Space Between Villages, Transport Links, Wildlife Habitats, Employment, Facilities for Children, Young People and Families) were nearly all planning issues that could be developed although she did draw caution to including transport as this is not so easy to influence within a Neighbourhood Plan.

She advised that the Local Plan will be very strategic and the Neighbourhood Plan is a chance to be more specific – they can be used as an instruction so need to have very clear objectives e.g. in Calstock houses need to be stepped down the hillside (FOR EXAMPLE ONLY). If information is not clear planning departments may interpret it differently i.e. one person’s perspective of “village character” could be different from another’s so be explicit, include building materials, sites, and locations – be realistic about land ownership and viability, don’t suggest somewhere that the landowner is never going to sell.

A question was asked about conservation legislation – Sarah confirmed that conservation legislation is separate and Neighbourhood Plans cannot override these but they may enhance them. Sarah also urged that the appraisal work continues to be recorded and monitored as this work will be vital when the plan is screened. Cornwall Council will screen the plan and determine if there are environmental risks and whether assessments are needed. The group were reminded as to the value of the AONB for their expertise in such areas.

Sarah gave some thought to Green Spaces and said she already sees village envelopes falling away as planning decisions are appealed. She encourages Parish Councils to re-evaluate settlement boundaries and look at the old criteria from the district [Caradon] boundaries. Settlement boundaries can be tighter so long as an explanation is given as to why that decision has been reached (or if the boundaries are to remain). There may be significant hedgerows, woodland, topography that would be a natural boundary (as is the River itself).

Sarah feels that including landscape and biodiversity appraisal work is really important and should be planned in at the beginning. Sam Barnes said that the AONB has a Landscape Policy Consultant and Biodiversity Maps that can be used which show the wildlife spaces and nature designations.

Sarah talked through some figures that she has for housing numbers – she pointed out that these are obviously numerical data only and the Neighbourhood Plan is there to put down people’s thoughts and opinions. Sarah pointed out that of the 1000 homes that had been allocated by the Local Plan, approximately 500 are still needed to be built and these are to be shared across the 8 parishes within the locality (with Callington likely to be providing the most). Although the Neighbourhood Plan cannot state how many houses the parish will provide nor can the plan cap the numbers, it can help determine whether the current rate of build e.g. 15 per year is the correct trajectory, plans can say they will build *approximately* x number of houses and whether they would like the building done all at once or gradually over a number of years.

Sarah will send what information she can to Clare about the planning applications that have already been committed and the housing need – this may not be mapped already but it could be placed on maps of the area for the public to have a visual prompt and also information from the SHLAA (Strategic Housing Land Availability Assessment) which may indicate land owners who have said they would be prepared to have development on their land.

The threshold for affordable housing changed in November 2014 which means that affordable housing does not need to be included on sites with less than 10 houses, which does not help small sites in rural areas. Sarah advised that settlement boundaries changing may help with this and stipulating the criteria for planning designs (being descriptive) could also help. Sarah will try to find a contact in the Affordable Housing team who may be able to help us determine the demand on housing.

**7&8. FORMULATION OF CLEAR DESCRIPTIONS AND STANDARDS FROM ITEMS DISCUSSED AT THE INFORMAL SHARING SESSION & MOVING TO PHASE II**

Cllr Moore felt that the Board may have to re-look at some of the top topics and use them as a framework. It was collectively felt a map with the village boundaries drawn in would be imperative to help the community visualise planning development along with photographs.

Discussion was held about writing a skeleton plan and putting this out to the community. Sarah advised including options in this for the community to consult on. It was decided that Board members would elect themselves onto one of the topics and meet to discuss what this options could be presented. The whole group will then convene again on 23<sup>rd</sup> February 2015 to feedback their ideas.

The sub-groups are:

Conserve Village Character – <ul style="list-style-type: none"> <li>• Sam Barnes</li> <li>• Glenys Rooker</li> <li>• David Lane</li> </ul>	Green Space Between Villages/Wildlife Habitats <ul style="list-style-type: none"> <li>• Iain Beaumont</li> <li>• Tish Valva</li> </ul>	Affordable Housing <ul style="list-style-type: none"> <li>• Martin Smith</li> <li>• Joan Veale</li> </ul>	Facilities for Children and Young People and Families <ul style="list-style-type: none"> <li>• Sylvia Bonsey</li> <li>• Jane Moore</li> </ul>	Employment <ul style="list-style-type: none"> <li>• Dougal McLachlan</li> <li>• David Harding</li> <li>• Jim Walker</li> </ul>
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Resources that are likely to be needed are

- Map with settlement boundaries on it (available from the Cornwall Council website)
- Biodiversity Map – Sam Barnes has this
- Links to website – Sam Barnes has lots of information about websites
- Map of development land – Sarah Arden to provide this (or at least a list of developments)

**9. AONB INVOLVEMENT**

Sam explained that the AONB have some money for data gathering which would inform the Neighbourhood Plan. The AONB are keen to run workshops on village character and would involve people in going outside, taking photos, describing the area etc, they could work specifically with children/young people so that they are included in the consultation which may have the added benefit of drawing their parents/carers in. Sam will put something on paper about what workshops could be run. Sam reminded the group that the AONB have relevant information from their management plan and have maps and information about biodiversity in the area. David Lane recommended that the Board accept Sam's offer and there was unanimous support for this.

**10. SHARED COLLABORATIVE [ELECTRONIC] DOCUMENT**

Clare explained to the group that a working document could be set up through Google, enabling board members to add/edit/delete – this would be particularly useful if we were trying to collate an up to date list of community assets. Each person would need to be given a username and password to access this. It would not be accessible to the public and only those with access could view and amend the document.

There being no further business the meeting closed at 2015.

**DATE OF NEXT MEETING:**

**MONDAY 23<sup>RD</sup> FEBRUARY 2015, 6.00PM**

**(sub-groups to have met prior to this meeting).**