



Minutes of the **Neighbourhood Plan Strategy Board Meeting** of the Calstock Parish Council, held on **Thursday 03 November 2016**, at the Tamar Valley Centre commencing at 1800.

Those present were-

**COUNCILLORS** – Cllr J Moore, Cllr Hoile

Deputy Clerk - Miss C Bullimore (minutes).

**COMMUNITY MEMBERS** – CHAIR: David Harding (Community Bus), Sylvia Bonsey (Calstock Churches), Jean Miller (CFS and Harrowbarrow & Metherell), Clive Frederick Preece (parishioner), David Lane (TCT).

Stuart Wallace from Cornwall Council was welcomed.

**1. APOLOGIES**

Cllrs Rooker and Alford; Joan Veale, Martin Smith and Tish Valva

**2. PUBLIC PARTICIPATION**

None

**3. MINUTES OF THE MEETING OF 18 AUGUST 2016**

**Proposal:** the minutes be approved

**Proposed:** Jean Miller

**Seconded:** David Lane

**RESOLUTION:** The Minutes were approved unanimously.

**4. MATTERS ARISING**

South West Water – David Harding continues to follow this up as SW Water’s response is not satisfactory

List of Local Businesses – ongoing, being updated for the website

Settlement Edges Work – those involved in the settlement edges work were thanked, the Deputy Clerk has collated feedback into a summary document

**5. OPEN SPACE AUDIT – STUART WALLACE**

Stuart was welcomed and gave a presentation to the group, showing some of the results from the desk-top survey. He explained that the audit can show a proportion of open space that is available per person which gives comparable results to smaller towns/larger villages. He explained what each category meant. The group have an opportunity to add areas on to the draft map that has been produced before it is printed for a final time. Stuart also asked that a detailed questionnaire be completed by the Board members which will help inform his report (and may help focus some of the Board’s work). The Deputy Clerk will circulate information and



collate responses and make sure the map is available for a period of time should people have amendments to make.

Stuart was thanked for his time.

**6. PROGRESSING THE PLAN**

Cllr Hoile explained that the Deputy Clerk has had contact with Steve Bersford-Foster who now has some time to devote to helping with the progress of the plan should the Board wish him to; he had sent an email out with some pointers for further work that could be done either by the Board or by a consultant. Samantha Barnes has also expressed an interest as she is now working freelance.

**Proposal:**

The Parish Council are asked to recommend a 3-phase piece of work that is likely to be spread out as follows:

Step 1: ask Steve Bersford-Foster to review the Board’s work in detail and recommend further steps

Step 2: ask Steve to give a costing as to how much it may cost – and the work involved – in getting the Neighbourhood Plan to a vision statement

Step 3: ask Steve to give a price for working with the Board to finish writing the plan.

In the first instance Steve would be asked to detail step 1 for the Council’s consideration on Wednesday 09 November 2016.

**Proposed:** Cllr Hoile

**Seconded:** Clive Frederick-Preece

**Resolution:** unanimous approval

In discussions it was hoped that Steve may be able to sub-contract some of the background detail to Sam Barnes and the Deputy Clerk will talk to him about this.

**7. DATE OF NEXT MEETING**

To be confirmed once the Council has approved the use of Steve Bersford-Foster as a consultant and contact has been made with him.

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Signed: ..... (Chairman)

Date: .....