

Botus Fleming Parish Council Neighbourhood Planning Committee

Meeting: Monday 13th March, 7.00 pm at Dave's Den, Villaton Farmhouse
Attendees: Trevor, Helena, Cllr Henwood (Guest), Cllr Ellis (Guest), Dave, John R, John P, Roger, Denis, Finlay, Steve

Minutes

1. **Apologies for absence:** Tom, Malcolm, Michelle
2. **Minutes of last meeting:** Agreed as true and accurate
3. **Matters arising:**
 - a. Steve has written to Landulph re: how they engaged with businesses and their traffic survey data. No reply as yet.
 - b. As CC have advise the PC that the appeals process (Walking to school) has been exhausted, Steve is endeavouring to speak to parents before contacting Rospa.
 - c. Trevor has written to Tamar Valley ? asking if they can advise or talk to us re AONB/ open spaces.
 - d. Post Box – Trevor reported that the shop will accept mail addressed to NDP and pass it on to him when he collects his morning papers. The Riser has not been approached as James does not appear engaged with the process.
4. **The “Existential Issue”.** The matter was discussed at length and the following agreed:
 - a. We will continue to be guided by our existing mission statement
 - b. We will continue to “engage” (5 level process)
 - c. This process will result in a more robust, vibrant and relevant plan
5. **Preparing for the next steps (in the light of the outcome of item 4)**
 - a. We will be “the catalyst” for the Neighbourhood Event
 - b. We will engage community champions in support of the event
 - c. We will use HC&BB to canvass support and engage
 - d. Cllr Henwood offered a sum of £2-300 towards the event (sponsored via his business).
 - e. We will not accept devolved responsibility for anything which is not directly related to the Plan.
6. **Planning support meeting – feedback**
 - a. Denis, Trevor and Dave had met with Sarah Furley, NHP Officer, CCC on Wed 8th March.
 - b. Denis provided some feedback on the meeting (see appendix).
 - c. Sarah referred us to the Green Space document during our meeting with her. Trevor summarised the key points of the Green Space document and went through these in our committee meeting. This should greatly assist with the potential acquisition of the recreation field. We can progress this but will have to gain the involvement of the

PC. (A copy of the Green Space document is now lodged in the "Information" folder of our Dropbox.

7. Website

- a. Trevor and Finlay met with Western Web. Our site will not follow the format of the PC site. Ours will comprise mainly of useful information, links, and "boxes". Very few photos other than, committee member mugshots. There will also be a "blog". Should be up and running early April.
- b. John P confirmed he will bring his camera equipment to the next meeting to take professional quality photos. This is to be rearranged as John has subsequently confirmed he cannot attend next meeting.
- c. Denis to liaise with John Hesketh to ensure he can take copies of our Drop box documents (He currently has limited access)

8. Recreation Field

- a. Cllrs Henwood and Ellis each advised they may have some documentation which may explain how the running of an entirely separate Association came about (Hatt Youth Sports Association).
- b. It was agreed that our committee will step back from involvement in the HYSA as it has a longstanding association with the PC and we have no insight into its constitution. Cllr Ellis and Steve agreed to review the history and constitution.
- c. Steve then asked whether our TOR was still relevant – Denis agreed to meet with Steve to review this and consider whether any amendments may be appropriate. Meeting arranged for 10.00am Thursday 16/3/2017. DM to provide feedback at next meeting.

9. Neighbourhood Watch

- a. Dave has been accepted as our Parish coordinator and is liaising with Caradon with a view to establishing the scheme. He is currently procuring 10 signs. Next step is to knock on doors, engaging accordingly.

10. Battle's Over (Clerk) Councillors and residents discussed the options for lighting a beacon. Cllr Loveridge asked if the Neighbourhood Development Plan group would be interested in taking the idea forward. ACTION The NDP Chair will ask his committee. (From PC Minutes)

- a. Our committee decided unanimously that it did not wish to organize this event.
- b. Steve to take this back to the PC for them to progress.

11. Parish Council elections update: Steve confirmed there had been some changes in the "One Stop Shop" arrangements. Liskeard was now an option in addition to St Austell – but there are a limited number of dates and times. Details to be circulated to those concerned.

12. Financial report

- a. Current grant period ends 31/3/2017. The allocated £1770 has been spent. Finlay is now putting a grant request forward to cover the next 6 months.
- b. Serious concern was expressed by Trevor regarding the difficulty in accessing the funds from the PC, or even receiving confirmation the funds had been received from Groundwork.

- c. Despite the PC minuting that a second PC account would be set up for us, this hasn't happened.
- d. Steve to raise the issues with the PC to ensure a smoother operation. Meantime, any requests for payment must be submitted 10 days before PC meetings with supporting docs. Cheques to be drawn at PC meetings only.

13. Assignments – updates

- a. History of Parish – Cllr Henman passed a historical document to Trevor for information.
- b. Implications of Cornwall Local Plan – c/f
- c. Environmental report – c/f
- d. Traffic and transport – see matters arising
- e. Recruitment of new committee members – c/f

14. AOB

- a. Cllr Henman advised that he garage shop wished to close the PO. He feels that there is a possible alternative site in Hatt
- b. Steve confirmed that his daughter will attend our next meeting to provide guidance and assist with the big event planning
- c. Dave has passed the draft advert for the recreation committee vacancy to John Hesketh.
- d. Dave has also sent his design for the certificate of merit to John H, who has raised potential barriers to introducing this. It appears that he has concerns about fairness and objectivity in awarding these certs. However, our committee considered ad hoc awards for “random acts of kindness” should not pose any issues to the PC.
- e. We had previously mooted the potential for informal meetings on the Mondays between formal NHDP Committee meetings. This will start **Monday 20/3/16** for those interested – **6.00pm at the Rising Sun.**

Next Meeting: Monday 27th March – Dave's Den.

Appendix 1 – Feedback from Meeting with NHP Officer - Bodmin 8/3/17

Attendees - Sarah Furley (NHP Officer, CCC) Trevor Aughey, Dave Edwards,
Denis Morgan

- CC are hoping to provide future “surgery” facilities quarterly
- Housing needs register – Taking into account plans in progress, our pro rata allocation is only 15 more residences
- Sarah will forward “Locality Guide to Local Green Space” – to help explain how to “impose a local green space” (ref recreation field).
- We should speak to the Community Link Officer to consider possible methods of raising funds for acquisition of assets such as a recreation field and community Centre.
- Existing Development Boundaries no longer exist. Our plan should redefine these.
- Housing Needs Assessment – We should arrange a Needs Assessment to properly assess Affordable housing requirements of the Parish.
- Sarah could only think of the Insight Report to help establish our demography. However last census was carried out in 2011.
- Even though we have minimal housing development requirements, it would be useful for us to identify potential sites for future development.
- Sarah felt that:
 - we had a realistic view of what needs to be included in the plan
 - it was a good idea to include a wider perspective in the plan – i.e. to do with community issues rather than mere housing development
- Sarah will give some thought to our discussion and try to provide relevant sources of information and or useful contacts.