

Botus Fleming Parish Council Neighbourhood Planning Committee

Meeting: Monday 27th March, 7.00 pm at Dave's Den, Villaton Farmhouse
Attendees: Trevor, Helena, John R, Finlay, Malcolm, Dave, Denis, Steve
+ Helena (Guest)

Minutes

1. **Apologies for absence:** Roger, John P, Tom, Michelle
2. **Family event:** Helena gave a presentation on the logistics and practicalities involved in staging a large event. (DM took copious notes and will lodge them on the Drop box when written up.)

 Actions:
 - i. Dave to speak to Claire re the potential of expanding Bowden Close's plans.
 - ii. Steve to speak to Darren Hine re the cost of a marquee
 - iii. Steve to speak to the Cardinals to seek permission for a contingent to meet in there to discuss the event at noon on Sat 1st April.
3. **Minutes of last meeting:** Agreed as true and accurate
4. **Matters arising:** It was noted that there has been no feedback following out last newsletter.
5. **AONB. Feedback from meeting with Tamar Valley AONB planning lead:**
 Trevor and Helena met with Ben Dancer who is a Planning Officer working one day a week for Tamar Valley AONB and the rest of his time with English Heritage (Cornwall). Trevor's notes are appended to these minutes.
6. **Recreation field. Green space audit. Supporting evidence. Who takes the lead? PC or NDP?:** Dave volunteered to look into the process involved to seek designation as a protected Green Space. He will initially contact Sarah Furley of CCC.
7. **Housing need assessment:** It is critical to the robustness of our final plan to get this bullet proof. Trevor will investigate the cost of employing a consultant.
8. **Writing the plan. See attached CC template for smaller communities. Chairman has made a tentative start by writing the Foreword and the beginning of the introduction. Please read and decide if you would like to consider writing a section.**
 - a. Steve volunteered to draft History and Heritage
 - b. Malcolm – Landscape and Natural Environment
 - c. John R – Transport and Parking
 - d. Population and demographics to be included in the intro
 - e. Employment data from the 2011 census
 - f. A single para could summarise existing Facilities and amenities!

- g. Important to keep this evolving document live. All individual drafts to be copied to the Drop Box (DM to set up a new subfolder).
9. **Website update:** Trevor had previously circulated notes from Christine Issacs which included requests for info and documentation. Trevor will give her access to the Drop Box. Meantime, those who haven't provided hi res mugshots – should liaise with John P who has offered to take the photos. These to be passed to Trevor ASAP.
10. **Traffic:** Trevor expressed concern regarding the efficacy of the proposed electronic speed signs which the PC plan to erect on the A388. Steve will convey these concerns to the PC and request that they ensure appropriate professional advice is taken regarding the correct siting of these to ensure they do the job intended.
11. **Neighbourhood Watch update:** Dave now has the money to order the signs. He will do so!
12. **PC meeting feedback:** Steve will seek a funding contribution from Parish Council funds to equate to the cost of hiring a marquee for the big event.
13. **Parish Council elections update:** It is understood that there may now be a total of 13 candidates and so an election is likely!
14. **Financial report – end of first grant review attached:** Finlay confirmed the budget for the initial period has been spent and accounted for. He has submitted a second application to cover the next twelve months in the sum of £7k+. Currently awaiting a response.
15. **AOB:**
- a. Malcolm made the point that those whose email addresses we had collected may be wondering why they have not heard from us (via email). It may be worth considering an acknowledgment email summarising what has happened so far when we issue the next newsletter (hopefully announcing the Big event)
 - b. Terms of reference – the proposed amendments and recommendations which were put together by Steve and Denis were unanimously approved. Denis will now pass the amended TOR to Steve so that he can seek approval from the PC.
 - c. HYSA - DM will send his summary notes to Steve (covering the contents of the Associations file - which showed very little evidence of actions for 8 years and no evidence that a signed/dated constitution had been agreed). Steve will pass to John Hesketh so he can consider appropriate action to ensure the future “constitution” and actions are appropriate and robust – given the PC’s position on this, past and present.
 - d. Steve and Helena will meet with Mike Turner (who runs the 6 o'clock club) to seek help taking the Big event forward. Mike is well connected and has already expressed his interest in helping. (He will also shortly become a parish resident)

Next Meeting – Dave’s Den – Monday 10th April

Appendix 1

Trevor Notes: Meeting Ben Dancer, Planning Officer, Tamar Valley AONB – 27/3/17

Improving access to AONB areas and countryside in general will require funding and agreement of landowners to create permissive routes. Again suggested that Community Levy on development can be used for funds. TVAONB sometimes fund projects to improve access.

Policy based plan. Develop policies for housing, business, settlement form and character, landscape and heritage (may overlap)

Evidence. Landscape assessment to demonstrate trees, hedges, important public views, high visual value gates, textures and colours and building roof types.

Windfall development. Infill and rounding off. Define what we would expect to reflect rural character – walls and hedges and landscape as well as building size and style. Modern designs can enhance the landscape. Place dependant – Church value includes the spaces and development around it.

Speculative development. Style and size. Can specify need for less density. Radial expansion preferred to ribbon development. Possible to state ban on development in the direction of Saltash and to retain green ribbon.

Parish areas outside AONB are regarded as the setting for the AONB and any adverse impact in the setting should be avoided.

AONB have a management Plan up to 2019. It is not a statutory document but, if we agree with its content and intent then we can adopt it into our plan.

RTPI run a “planning aid” service. This is a pro bono service where planners will give time to projects either to gain experience or to meet CPD requirements.