

Botus Fleming Parish Council Neighbourhood Planning Committee

Meeting: Monday 22th May 2017, 7.00 pm at Dave's Den, Villaton.

Attendees: Trevor, Helena, John R, Finlay, Roger, Denis, Dave, Malcolm

Minutes

1. **Apologies for absence:** John P, Steve, Mervyn
2. **Declaration of interests:** None Declared
3. **Minutes of last meeting:** Agreed as true and accurate
4. **Matters arising:**

It was agreed that the protocol for amending documents on the Dropbox is to save it as "originalfilename edit initials date" – e.g. "agenda" edited by me today would become, "agenda edit DM 220517". In addition, all edited sections should be colour coded to identify changes more easily – e.g. amended passages should be in blue or red text.
5. **Housing Need Assessment:** It was agreed that we would include the "yes/no" question about Housing Needs within the main text of the next newsletter, together with an appended A4 sheet clarifying what we are asking and being absolutely clear what feedback we are requesting and why. The Appendix will also explain what is meant by "affordable housing". Trevor to redraft his initial draft newsletter to suit.
6. **Meeting with Louis Dulling:** It was agreed that Trevor, Denis, Malcolm and Finlay would meet with Louis on 23rd May. Louis is an experienced planning consultant who lives and works in Plymouth and grew up within the "Gateway". Trevor has known Louis for some years and accordingly will simply introduce him to Denis, Malcolm and Finlay who will assess his suitability for our needs. Trevor agreed not to take an active role in the discussion and it would be for the three others to report back to the committee with recommendations. After some discussion, the meeting considered the following points would be included in the initial discussion:
 - Policies – can he reflect local (Cornwall) and national policies in his advice to us?
 - Can he give appropriate guidance on the style and construction of our final policies to ensure they are effective?
 - Green space designations
 - Housing Assessments
 - Compulsory Purchase
 - Development Boundaries
7. **Big Lunch/Get Together:** This was the main focus of the meeting:
 - Location of the NDP gazebo likely to be the entrance to the rec ground and also an "annex" nearer the Admin Gazebo. To be confirmed.
 - Content:
 - Notice Boards, Pop up tables
 - Map and photos
 - Tell them:
 - Survey results

- Landscape findings
- Greenspace issue and the status of the rec field
- Tell us:
 - Housing Styles
 - Their views/ideas for the future of the rec field
 - What facilities would they like to see – how would they use it?
 - What use would they make of a Community Centre?
 - What do they want for their children
 - What to young people and older people want
 - Prospective sites for future development?
- Also promote HC&BB for communication amongst parishioners
- Seek new volunteers to get involved in the NDP process

8. **AOB:**

- Malcolm mentioned that we still hadn't had confirmation from St John's for the Big Lunch. It was agreed to give them until two weeks before the date, at which time, we would seek alternative arrangements – e.g. a local nurse with suitable insurance (Jane Buckley might be able to do it)
- Dave and Denis to carry out full Risk Assessment

Next Meeting 5th June 2017, Daves Den.