

# Botus Fleming Parish Council Neighbourhood Planning Committee

**Meeting:** Monday 7<sup>th</sup> August 2017, 7.00 pm at Dave's Den, Villaton.

**Attendees:** Trevor, Jon, John R, Roger, Denis, Dave, John P, Steve, Malcolm, Mervyn

## Minutes

1. **Apologies for absence:** Scott, Helena, Finlay, Louis
2. **Declaration of interests:** None declared
3. **Minutes of last meeting:** Agreed as True and Accurate
4. **Matters arising:**
  - a. Trevor has updated the evidence in the draft Plan on the Dropbox.
    - i. It now includes a map showing the location of the Recreation Field.
    - ii. Landscape section now makes reference to the desire to retain separation between our Parish and the Saltash built up area.
    - iii. Some extra references to info in the local plan has been included.
  - b. Louis has located a useful resource to contribute towards the Green Space evidence. It helps calculate the appropriate amount of green space per capita and associated distances.
  - c. The group confirmed that it was happy with the structure of the draft, but we still need to compile more evidence.
5. **Heritage Survey – Steve Malcolm:** Steve has collected a considerable amount of evidence and has completed an initial draft. This will be forwarded for review in a couple of days.
6. **Demographics - Jon and Scott:** Jon has been in touch with Cornwall CC and has received some data. After some discussion on its usefulness, Jon confirmed he will progress the draft.
7. **Business - John P and Finlay:** John and Finlay have been working separately, to date. A database of businesses has been compiled and some consultation has taken place. Looking at other Parish's approach, it may be necessary to look at what could happen in the future rather than what is happening now? Steve offered to liaise with Brian Worth to clarify the businesses involved in farming within the Parish.
8. **Environment - Malcolm:** Malcolm expressed some frustration with progress, finding it difficult to work on his own. Trevor suggested he concentrates on the evidence rather than policies at the moment. Trevor asked for a list to be produced which he (Trevor) will review.
9. **Traffic and Transport - John R:** "Speedwatch" have failed to attend several survey meetings and it is now felt that it is probably more expedient to carry out our own surveys. We should start by designing a method / process to ensure we produce robust evidence-based data. This will be produced for review at the next meeting before the surveys are actually commenced. John has begun the draft document but wishes to include the survey results.
10. **Public Green Space – Dave:** After some discussion, it was agreed that we

should defer to Louis to consider the approach in terms of progressing the designation of the recreation field; also, to draft a suitable letter to forward to the owners of the field.

- 11. Finances – Finlay:** Finlay is currently putting together a submission for the next funding grant. Trevor reminded everyone once again to ensure that all expenses claims are submitted promptly.
- 12. Neighbourhood Watch update:** Only a dozen or so volunteers so far – mainly in Hatt. We need more from Botus. Trevor suggested Dave could approach Pat Baker to seek interest via the Bohatus group.
- 13. Supporting Documents:** Malcolm and Jon volunteered to compile a report detailing the history of our engagement process; from the initial PC meeting and public meetings through to the forming of a committee and its engagement endeavours; events, newsletters etc.
- 14. Newsletter:** Trevor had redrafted the newsletter following comments received at the last meeting. It was approved for distribution. Mervyn to liaise with Finlay to get colour prints done most economically.
- 15. AOB:** None. Next meeting Monday 21<sup>st</sup> Aug – 7.00pm at Dave's Den