

Botus Fleming Parish Council Neighbourhood Planning Committee

Meeting: Monday 8th May 2017, 7.00 pm at West Park, Villaton.

Attendees: John P, Roger, Mervyn, Malcolm, John R, Denis, Trevor, Helena, Steve

Minutes

1. **Apologies for absence:** Dave, Finlay, Michelle
2. **Declaration of interests:** None declared.
3. **Minutes of last meeting:** Agreed as true and accurate
4. **Matters arising:**
 - a. **Planning** – Louis Dulling is a trained Town Planner, now in private practice. It was agreed 3 or 4 from our committee should approach him to discuss the potential to engage his professional services. Potential dates for a meeting to be broadcast via Whatsapp to seek volunteers.
 - b. **Housing Needs Assessment** – Trevor has requested the CC to carry out an assessment. This normally includes hosting an event to solicit feedback. We will suggest we use the Big Lunch event to collect pre-issued completed forms and any ad hoc feedback
5. **Parish Council Election update:** The results are now known. Mervyn mentioned that 4 NHP referenda were carried out and passed on the same day.
6. **Landscape Character Survey:**
 - a. The vision statement is done and we are now collecting evidence. The LCS event “Parish walk” was a successful and practical “community day”, during which accesses to green spaces were noted for the purpose of the green space audit. Trevor has started to draft that part of the plan and encouraged all to provide feedback via the draft document contained in the Dropbox.
 - b. Steve volunteered to draft the heritage section.
 - c. All members of the committee were asked to consider drafting the Built Environment section. This is a particularly important part of the plan as it is uppermost in the minds of the community when they consider the planning process. We need something to present at the Big Lunch.
7. **Public Green Space:** See above
8. **Big Lunch/Get Together:**
 - a. Organisation of the day is now well underway.
 - i. Steve is to visit Landulph School and meet with Mike Turner this week.

- ii. All key aspects of the plan are contained in a single project planner which is reviewed in the community meeting weekly. We are well on track.
 - iii. This Thursday, 4 members of the BL committee will meet on the rec field to sketch out the layout for the day.
 - iv. Next Saturday's meeting will focus on planning the days, content, structure and timings.
 - v. It is very important that we take full advantage of the day, to continue our consultation and present progress so far. We must decide exactly what information we will be seeking on the day. We will also need a script so that we are consistent with our messages on the day. Our next NHP meeting should focus entirely on this.
9. **Website update:** Trevor has received Content Management training and has created a draft website which is now live. During the meeting, John distributed the URL link via Hatt Chat & Botus Banter. All were encouraged to pass ideas for improving and expanding the content to Trevor. Also, to provide any news items.
10. **Finances:** Finlay was absent from the meeting and so no report was available. However, A general discussion did take place as to what portion of the estimated £1800 cost of the Big Lunch could be justified from our budget, (i.e. what portion of the day reflected the NHDP process. This will be a key consultation and "informing" event for us. Our other open days have cost in the region of £300 each to host and it was felt by the meeting that this sort of figure would be reasonable.
11. **Neighbourhood Watch update:** Dave was absent from the meeting, but had made us aware that the signs have arrived. He has also acquired a speed gun, which will help us with our traffic surveys.
12. **AOB:**
- a. Mervyn agreed to formally join the NHDP committee
 - b. Trevor requested items for the next newsletter. He will edit as required.
 - c. Helena mentioned that the St Mellion FB group had indicated that St Mellion had commissioned a feasibility study regarding a cycle path between Callington and Saltash. It was agreed that this is something we should support (given feedback we have received to date)
 - d. John P and Steve had been drawn further into the issue of unsafe school walks. It was agreed that this is a Parish matter and very much an NDP issue. One potential solution might be to introduce a community bus which had been done successfully in neighbouring Parishes. There are significant funds available.

Next Meeting at Dave's Den on Monday 22/5/17