

## **Pentewan Valley Parish Council**

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### **Neighbourhood Steering Group Meeting Tuesday 21 February 2023 at 7pm The Cornwall Hotel**

#### **Minutes & Actions**

**Present:** Cllr Stephen Street, Cllr Janice Williams, David Rudge, Daniel Lawson, Cllr George Muskett, Cllr Vicky Cartwright, David Croft, and Anne Cruickshank (Clerk)

#### **1. Welcome**

Cllr Street Welcomed everyone to the meeting.

#### **2. Apologies**

Apologies were received from Cllr Ward.

#### **3. Elect Chairman**

It was agreed that Stephen Street was appointed Chair of the Steering Group.

#### **4. Elect Vice Chair**

It was agreed that David Rudge Was appointed Vice Chair

#### **5. Review Previous Minutes/updates.**

The minutes of the meeting held on 24th January 2023 were approved as a true and accurate record. The actions were gone through and any actions outstanding were noted.

#### **6. Progression of the NDP (Update)**

- On 31 January 2023 Cornwall Council decided that there would be no boundary change at Higher Trehiddle.
- As a result, the clerk re-applied for the area designation on 17 February for all of the parish to be included in the NDP.
- The Parish council agree to appoint the Planning consultant Steve Beresford-Foster (SBF) at the Parish Council meeting held on 15 February 2023.
- SBF has supplied some document templates for the steering group to use as a starting point. Clerk will update the documents and post

to dropbox so everyone can access them for amendments with a view to adopting them at the next meeting.

- A basic knowledge of Planning will help the group have a better understanding of what is needed for the NDP. English guide to the planning system is in the drop box now for everyone to read.
- Cornwall Council online training for Climate change DPD policies on 23 March 2023 Steering group members can attend.

## 7. NDP Documents

a) Updated Terms of reference were agreed and ready to go to Full Council for approval.

b) Draft consultation questions circulated.

**Action** comments/ amendments to the clerk before the next meeting 28 March.

## 8. Public Engagement

There were no members of the public attending.

Diary Dates

Go Collaborate meeting 6 Feb 2023 11-12 online.

Next NDP Steering Group 21 February 7pm The Cornwall Hotel

## 9. Budget & Finance

Now that the parish boundary had been agreed by Cornwall Council and the area designation had been re applied for a funding bid could be submitted to Locality. **Action** – Clerk to submit the bid for up to £10k. Cllr Williams offered manage the budget sheets.

**Action** -the clerk will send over all NDP spending etc.

## 10. Matters Arising

a) Allocation of Tasks for supporting strategies and evidence for the adopted visions and objectives which are:

- 1) New Developments
- 2) Holiday lets & Second Homes
- 3) Transport, highways, access, and parking
- 4) Planning Designs, Heritage
- 5) Business Development
- 6) Environment, biodiversity
- 7) Climate change, renewable energy, recycling etc.

following tasks were allocated:

- Project Plan & Cornwall Council liaison – David Rudge
- Heritage – Cllr George Muskett
- Housing and residents – Cllr Steve Street
- Businesses – Daniel Lawson

- Transport – Daniel Lawson
- Accessibility – David Croft
- Agriculture – Cllr Vicky Cartwright
- Social Media/ website - Clerk

Environmental - issues will be passed to the climate group for comments.

**11. Any Other Business**

Drop box Training **Action** clerk to find some guidance/ training.

Group Email **Action** Clerk to set something up.

**12. Future Meeting Dates:**

28 March, 25 April, 30 May, 27 June, 1 August, 25 July,  
26 September, 31 October, 28 November.