

## Mylor Neighbourhood Development Plan

Minutes of the meeting held on 14 March 2018 7pm in the Ord Statter Pavilion, Mylor Bridge

Present: David Lansdowne(Chairman), Michael Brougham, Pat Willmore, Nicholas Trefusis,

Jane Moss, Jeni Fraser, Jan Robson

1	<p><b>Chairman's Introduction</b> David Lansdowne introduced himself to the meeting. He stated that in his election address he pledged to work towards the production of a Neighbourhood Development Plan for the Parish and he is therefore pleased to be able to give time to the project. His aim is to ensure the smooth running of meetings and the project work itself.</p>	
2	<p><b>Apologies for Absence</b> Rebecca Brougham, Jan Trefusis, James Robinson, Jonathan Griffin, Sophie McGannity, John Adams, Jill Quilliam</p>	
3	<p><b>Declarations of Interest.</b> None David Landsdowne to complete a form for the Register of Interests</p>	PW/DL
4	<p><b>Record of previous meeting and Administration points – Pat Willmore</b> <b>Proposed</b> Michael Brougham: the minutes of the meeting held on 5.2.18 be approved and signed by the Chairman as a true record of proceedings. <b>Seconded</b> Nicholas Trefusis <b>Agreed</b> unanimously. Outstanding items not covered elsewhere in the agenda:</p> <ol style="list-style-type: none"> <li>1. Beccy Brougham still has to supply information for the ROI.</li> <li>2. Discussions still ongoing around schedule of meetings. It was agreed that there should be a steering group meeting at the end of April to review the results of Survey 1. There will be an NDP presence at the May Fair 12/5 alongside the Parish Council where summary/analysis information can be handed out and discussed followed by a meeting open to the public in May in Flushing to share the information. PW to draft a schedule of meetings based on this.</li> <li>3. No briefing notes on the implementation of new GDPR regulations on 25/5 are available for NDP groups although there is training in place for Parish Councils. The PC Clerk will be asked to forward any relevant guidelines on this subject to the group.PW has undertaken some training. Given that we have amended our website to inform people of the reasons for holding personal data, to provide facility to unsubscribe and will not hold data when no longer necessary for the purposes of inspection we are taking steps towards compliance. A policy document will be drawn up for posting on the website. Given that the Parish Council is the stakeholder authority it is important that they are fully compliant with the new regulations.</li> <li>4. MB will look into accessing Land Registry maps via his PSMA licence.</li> </ol>	<p>MB/RB</p> <p>PW</p> <p>PW</p> <p>JR/ PC</p> <p>MB</p>

	<p>We have reached the end of the initial grant period and are broadly in line with projected expenditure. A report will be required for Locality and then a fresh grant application can be made. This will hopefully be the final grant application given our timeline. A budget will be submitted to the Parish Council so that they are aware of the timescale for drawing down payments.</p> <p>A meeting with Perranarworthal and Mawnan groups to share ideas and working practices will be arranged for a date in April.</p>	<p>PW</p> <p>PW</p>
5	<p><b>Project Plan: Action for next month – Michael Brougham</b></p> <p>Grateful thanks to the Comms group and helpers for getting Survey 1 out. Once the analysis is completed Phase 1 of the project will be finished and on time.</p> <p>MB circulated an extract of the project plan. This will be forwarded to all group leads.</p> <p>Phase 2 will see a more collaborative way of working rather than in individual groups in order to work towards the policy options to go out in Survey 2. Of vital importance now is the housing needs/solutions survey. A meeting will be arranged with MB, DL, JG and JR to take stock and focus on drafting this survey.</p> <p>The rearranged Cornwall Community Land Trust seminar will be useful in providing guidance on the most effective way of eliciting this information from Parishioners. LDAG should be involved in this process so that the viability of possible solutions to housing need can be assessed.</p> <p>The group should be working towards a policy options survey conference in June/July.</p> <p>JM asked that consideration be given to time constraints over the summer holiday period.</p> <p>MB reminded members of the group that any information not relevant to the plan itself will be passed back to the Parish Council/Parish Plan group.</p>	<p>MB</p> <p>MB, DL, JG, JR</p>
6	<p><b>Special Topics –</b></p> <p><b>Roll out and Analysis of Survey 1 – Jane Moss</b></p> <p>This went well but it needs to be vigorously promoted to ensure people complete and return them. Fliers, word of mouth, social media sharing are all important. JAD had ‘cleansed’ the mailing list to ensure that there are no compliance issues. The survey will be promoted at the end of the Friday traffic management meeting in Flushing.</p> <p>Information on website about subscribing to complete this survey on line requires clarification.</p> <p>Volunteers required to input paper returns into Survey Monkey. Contact John Adams for information .</p> <p>Economy group blog required.</p> <p><b>Follow on Housing Needs Survey intentions</b></p> <p>See item 5. For clarification once policies start to emerge it is intended to lodge them with Cornwall Council for consideration in planning applications even though they have no weight in law.</p> <p><b>Distribution of paper maps – Michael Brougham</b></p> <p>MB now has a set of maps including standard 105 OS maps which have a code to access an electronic version.</p> <p>Maps will be needed for exhibitions and discussion. Online maps are less useful where specific enlargements are required due to scale changes and loss of detail.</p>	<p>JR</p> <p>JM</p> <p>NT</p>

<b>7</b>	<b>Communications Group – Jane Moss</b> See 6 – nothing further to report	
<b>8</b>	<b>Housing Group</b> No report as JG and JR are both unavailable.	
<b>9</b>	<b>Environment, AONB and Heritage</b> Jan Trefusis has had to stand down as steering group lead due to other commitments although he intends to remain on the working group which is good news as his knowledge and expertise are invaluable. Jan Robson will ask Pat Farrell if she would be willing to take over the lead. Jan Trefusis emailed the following report: ‘The group has held fire on consulting statutory bodies but are forging links with Cornwall Wildlife Trust and the Environment group of the Perranarworthal NDP who will hopefully be attending the next working group meeting. JT is also in touch with Ben at Energy Analysis to see how their feasibility study could inform the NDP or vice-versa’.  DL felt that the recent WRAP meeting was a little disappointing with only hydroelectricity suggested.	JR
<b>10</b>	<b>Economy – Nicholas Trefusis</b> Still gathering information. There is an indication that more work units are wanted. Will liaise with D&C Housing who have some innovative ideas.	
<b>11</b>	<b>Transport – Jan Robson</b> The group is looking at suggested maps but is having difficulty finding the most suitable ones. JQ and MB to liaise. There will be group representation at the Traffic meeting in Flushing 16/3. Group is liaising with the Facilities, Societies and Education group on the school traffic survey. (PC asked to look into asking the bus company to reschedule timetable to avoid causing traffic chaos at school drop-off/pick-up times). A planned meeting with NT regarding provision of a pontoon in Flushing had been postponed. Several suggestions were made regarding possible locations.	JQ/MB  JR
<b>12</b>	<b>Facilities, Societies and Education - email update from Beccy Brougham.</b> ‘The group recently collected some short questionnaire information from parents at Mylor School for the Transport Group – 57 in total. The group intends to visit Flushing School on Tuesday 20/3 to repeat the exercise. Completed questionnaires will be handed to Transport group for evaluation. During this exercise they highlighted the NDP and the survey with many parents saying they had completed it or were in the process of doing so. 1 person collected an extra survey. They hope to raise the same awareness at Flushing’.	
<b>13</b>	<b>Date of Next Meeting: tba along with schedule of further meetings.</b>	
<b>15</b>	<b>Chairman’s Closing Remarks</b> DL reiterated the need to focus attention on the housing needs survey.	
	<b>Meeting closed at 8.40 pm</b>	