

Mylor Neighbourhood Development Plan

Minutes of the meeting held on 19 June 2019 7pm in the Tremayne Hall, Mylor Bridge

Present: David Lansdowne (Chairman), Michael Brougham, Pat Willmore, Jonathan Griffin, John Killick, Jill Quilliam, Tim Brighton

1	<p>Chairman’s introduction – David Lansdowne DL welcomed everybody to the meeting. He reported that the version 2 draft of the main document plus annexes had now been circulated to Parish Councillors. This will be debated at the next meeting (24/6) with a motion to approve the work to date following which the draft can be submitted to Cornwall Council in early July for SEA screening.</p>	
2	<p>Apologies for Absence Guy Dodd, Jane Moss, John Adams, Jan Robson, Beccy Brougham, James Robinson</p>	
3	<p>Declarations of Interest. None</p>	
4	<p>Record of previous meeting and Administration points and matters arising – Pat Willmore Unanimously AGREED the minutes of the meeting held on 22 May 2019 be approved as a true record of the meeting and signed by the Chairman with the following amendment: Minute 12 (Economy) last para to be replaced with “The maritime businesses are obviously important (in several ways) for the village, but that village incomes also derive from many other sources for instance jobs in Falmouth and Truro or from state and private pensions”.</p> <p>MB is still awaiting information from the WRAP presentation and Lighting Strategy meetings held on 12/6. This is needed for incorporation in the draft plan. The Housing Design policy section will include a policy on street lighting. The Action Chapter should include information from these sources also.</p> <p>JRobinson has drafted an annexe to cover the housing design debate.</p> <p>JG has produced an analysis of survey results for the evidence base.</p> <p>MB still to speak to Jonathan Fielding</p> <p>JK has spoken to Martin Laity and will produce report.</p>	<p>Parish Clerk</p> <p>MB</p> <p>JK</p>
5	<p>Project Progress – Drafting of NDP Version 2: Release to Parish Council and Version 3 release for SEA Screening– Michael Brougham MB distributed a diagram showing the timescale for drafting up to version 3 for release to Cornwall Council for SEA screening by July 10. To ‘beat the holidays’ this timetable is vital. Version 2.02 was released to the Parish Council on 16/6 including the site locations which reflect the will of the community. Good detailed comments have been received back from groups. Jane Moss, John Adams and Jenny Adams assisted with editing the document. The documents sent to the Parish Council are read-only PDFs. The 3 environmental documents which will form the evidence base for SEA screening were released on 19/6.</p>	

	<p>The plan is that the Parish Council will ratify version 2.02 at its 24/6 meeting to enable release to Cornwall Council.</p> <p>These documents are very much work in progress and continually evolving. It was agreed that the economy section is under stated with an uneven bias toward the environment section.</p> <p>Versions 2.03 to 2.04 will address the imbalance. MB and JK to have a meeting to agree economy section.</p> <p>Version 2.04 will be released to the groups by 25/6 for comment.</p> <p>Version 3 is a format change to comply with CC requirements prior to submission for SEA screening.</p> <p>There will be ongoing opportunities to comment and amend.</p> <p>The legal statement, glossary and other mandatory documents are still to come. The consultation statement is being written by the comms group. This will be in the digital evidence base.</p>	<p>MB/JK</p> <p>Comms</p>
6	Special Topics None	
7	<p>Comms Group - reported by Michael Brougham</p> <p>Following an appraisal by JM and JA they have concluded that posting out an 8-page summary of the plan to every household is not the best way. They are currently working to make the document more user-friendly – possibly in the form of a single page flier which will be used as the basis for exhibitions at the Horticultural Show in Mylor Bridge, Flushing Market and possibly an exhibition in the Tremayne Hall.</p> <p>They intend to maximise the use of the website, blogs and social media. There will be a full page insert in the magazine.</p> <p>Concerns that parishioners do not engage at village events raised questions about whether this flier should be mailed out and whether such a brief document will be sufficient. MB will raise these issues with the comms group.</p> <p>PW to check the budget for covering mail out costs.</p>	<p>JA/JM</p> <p>MB</p> <p>PW</p>
8	<p>Housing Group – Jonathan Griffin</p> <p>JG reported that he has taken the outcomes of the ‘Spot the Ball’ of site locations and translated them into a generalised result for the evidence base. He will do a follow up blog.</p> <p>He has mastered the production of relevant maps using Parish on-line and is willing to assist other groups if they wish to pass the necessary data onto him. MB will send out the hyperlink for CC mapping which allows more in-depth work to be done.</p> <p>The housing statement has not yet been released to the Parish Council. It needs to show build targets for CNA and our contribution to this. JG is awaiting reassessed figures from CC.</p>	<p>JG</p> <p>SG leads MB</p>
9	Environment Group Nothing to report.	
10	<p>Economy and Employment – John Killick</p> <p>JK is concerned that he has not been considering the required appendices at this stage.</p> <p>A meeting is to be arranged between JK and MB.</p>	JK/MB

11	Transport and Accessibility – Jill Quilliam The group is currently working on the maps showing major congestion points and areas without pavements. They are also revising their evidence base for submission to MB by 5/7.	JQ/TB
12	Facilities, Societies and Education No report	
13	AOB DL reiterated the importance of the Parish Councillors ratification of the draft documents at their June meeting. Time is of the essence and a postponement of the debate to a future/single-issue meeting is to be avoided at all costs. He also made the point that a made plan has a significant impact on the amount of the community infrastructure levy coming to the Parish.	
14	Date of next meeting 24/7	
15	Chairman’s Closing remarks Thanks for the extremely professional standard of work carried out by the group.	
	Meeting closed at 8.30	