

## **LUXULYAN NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

### **REPORT OF A MEETING HELD ON TUESDAY 17<sup>TH</sup> DECEMBER 2017**

**Present:** Robin Stephenson (RS) - Chairman; Nick Legard (NL) - Vice-Chairman; Mick Coleman (MC); Simon Hall (SH); Francis Payne (FP) - Luxulyan Parish Council; Sue Perry (SP) - Luxulyan Parish Council; Tony Lee (TL); Roger Smith (RSm).

**Apologies:** Dave Bunt (DB)

#### **Minutes of the meeting held on 17<sup>th</sup> November 2017**

The minutes should have recorded the apologies of Mick Coleman (MC), which had been presented at the meeting in October. With this correction, the minutes were approved as a true record.

#### **Matters arising from the previous meeting**

1. The readjustment to the weightings given to some questionnaire responses had been carried out by NL and incorporated into the findings.
2. RS, NL and RSm had met with TL. TL confirmed he was happy with the agreement.
3. RS would email the findings to those who had requested feedback once technical problems had been overcome.
4. FP and SP reported that the parish council had recommended to the Cornwall Council electoral boundary review that the northern half of the parish should join the clay country division, while the rest would join Lanlivery and adjoining parishes.

#### **Finances**

RS had circulated a financial statement before the meeting. From the grant of £3,010, the sum of £2,550 remained to be spent.

#### **Luxulyan Parish Council/keeping people informed**

RS and NL had attended the meeting of the parish council on 12<sup>th</sup> December 2017. Their report was based on the summary of findings prepared by NL. The meeting held with Nick Marsden, from Cornwall Council, regarding the options for the delivery of affordable housing was also discussed. The parish council appeared to be supportive of the work being done on the Neighbourhood Plan.

## **Affordable Housing**

Some steering group members had met with Nick Marsden and Tony Lee on 12<sup>th</sup> December 2017. NL had prepared a summary of the chief points of the discussion, which had already been circulated. It was agreed to seek further information about the possible provision of affordable housing through Cornwall Community Land Trust.

### **Action**

RS would invite Andrew George, of Cornwall Community Land Trust, to meet the Steering Group in January 2018.

### **Progress with Final Draft**

RS had circulated TL's initial draft before the meeting. This was at an early stage and was looked at in detail during the meeting. TL explained that it was a work in progress. He felt it was still too long and wanted to know how members felt about leaving out certain sections. Various changes were agreed during the meeting. TL would incorporate these and circulate them. RS requested that all members of the group read them and send any comments to him by 4<sup>th</sup> January 2018.

Key points of the discussion of the first draft included:

- The official map did not need to be included because the NDP area comprised Luxulyan parish only. The map was available on Cornwall Council's website.
- TL had received information about initial consultations and other matters, such as Listed Buildings and Scheduled Monuments and would incorporate them.
- It was confirmed that census figures should relate to the parish not the 'area'.
- It would not be necessary to hold an event to give feedback on the responses to the questionnaire. The results would be made available on the parish council website and respondents who had requested direct feedback would be contacted by email.
- TL asked about the source of figures giving breakdown of housing need.

### **Action**

RS to forward to TL the council officer's email containing these figures.

- Under *Policy LH1-Settlement Patterns*, it would be necessary to generate a map showing the suggested zone for future housing.
- Under *LH2-Rural Exceptions Housing for Local People, LH3-Housing on Farms and LH4-Housing for Older People*, TL had tried to incorporate an approach that had been used in a rural area in Cumbria. There was discussion about: the possibility of allowing for the construction of flats; maintaining the legal and market status of

dwellings built under S106 agreements; and ensuring that local purchasers and tenants were catered for. TL would look into these matters.

- TL warned that indicating a zone where housing might be allowed, rather than allocating a specific site, or opting for infill, was unusual for Cornish neighbourhood plans and might not meet with approval by Cornwall Council. However, this was an approach that had been adopted in Cumbria. It was agreed that it was an approach that should be pursued.
- It was agreed to remove the policy on *Housing Types and Design*. Cornwall Local Plan had a section on this so there was no need to have a specific policy for the parish.
- It was agreed that a policy on *Traffic and Transport* was not really relevant to an NDP. However, it was a matter on which many of those who had responded to the questionnaires had commented, often with strong feeling. Therefore, it might be a subject for the parish council to pursue, perhaps by issuing a questionnaire, in order to build up evidence to use in negotiations with the Council Highways department.
- Under *Economic Development*, it was agreed to retain policy *LRE1 - Commercial Development* but to leave out *LRE1: Businesses-Change of Use* and *LRE2: Businesses – New Build*.
- Under *Sustainability and Renewables*, it was agreed to leave out *LE1: Wind Turbines* but to retain *LE2: Ground-mounted Solar Panels*.
- The section on *Community Facilities* was felt to be unnecessary.
- After discussion, it was agreed that undertaking a Local Landscape Characterisation Assessment would be too time-consuming and expensive. Cornwall Council's Landscape Character Assessments already provided an evidence base and under policy *LLNE1: Local Landscape Character* (which would be included in the NDP) only development that would not be harmful to the area would be permitted. It might be possible for the process to be undertaken, perhaps by the parish council, after the plan had been passed, and the results incorporated in a revised version.
- No separate policy on *Heritage and Historic Development* would be included because there were higher-level policies (NPPF and the Cornwall Local Plan) that afforded protection.
- Under *Healthy Living and Support Structures*, it was decided to retain Policy *LSF1 – Services/Facilities* but not *C2: Children's Play Area* (which is owned by the parish council and therefore protected).
- TL would review the list of *Places Suggested* as being of local significance, some of which were actually Scheduled or Listed and therefore didn't need to be included.
- It was decided that it would be unnecessary to include photographs in the final document.

### **Action**

1. TL to modify the draft plan and circulate it.

2. Steering Group to read draft plan and send comments to RS by 4<sup>th</sup> January 2018.
3. RS, NL, and RS to meet on 4th January 2018 at 2 p.m.
4. The Steering Group meeting on 16<sup>th</sup> January 2018 would focus on finalising the draft plan. It was hoped to complete the final draft by the end of January 2018 ready for consultation.
5. SP would design a front page.
6. RSm to send TL details of the 2016 initial public consultation.

### **Timescales**

It was agreed that the priority was to provide the parish with a plan as soon as possible. If everything went well, a referendum might be held in June or July 2018.

TL advised that the following steps had to be taken:

1. A six-week public consultation on the final drafts. Copies would be made available on the parish council website, as well as being sent by email to those who had requested it. Hard copies would be made available at various locations around the parish.
2. Cornwall Council would comment on the draft, as well as requesting comments from statutory consultees.
3. An Equality Impact Assessment would need to be written up.

#### **Action**

TL would produce this assessment.

4. A Basic Conditions Statement would be needed.

#### **Action**

TL would produce this statement.

5. A Consultation Statement had to be written. A template was available on Cornwall Council's website.

### **Lessons learnt**

This item was postponed.

### **Any Other Business**

FP asked if travellers' sites counted towards the housing target. TL was unsure but would look into it.

