

**MINUTES OF THE NEIGHBOURHOOD PLAN CORE  
STEERING GROUP MEETING**  
Held in the Council Chamber, The Guildhall, Fore Street, East Looe  
On Wednesday 27<sup>th</sup> June 2018 at 7.00pm

**REPORT TO COUNCIL**

**PRESENT**

Chairmen – Cllrs Armand Toms and Mrs Edwina Hannaford  
Mr S Besford-Foster - Planning Support  
Cllr Mrs V Sullivan - Looe Town Council  
Cllr Mr J Lundy – Looe Town Council  
Mr J Spreckley – Looe Development Trust

**IN ATTENDANCE**

Assistant to the Town Clerk – Mrs A Keen

		<b>ACTIONS</b>
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	Councillor Toms chaired the Meeting.	
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13.	<b><u>APOLOGIES</u></b> Apologies for absence were received from Mr C Roy.	
14.	<b><u>TO APPROVE THE MINUTES OF THE MEETING HELD ON 29<sup>th</sup> MAY 2018</u></b> Councillor Toms proposed that the Minutes of the Meeting of 29 <sup>th</sup> May 2018 be approved, seconded by Mr Spreckley it was: <b><u>RESOLVED</u></b> Unanimously to approve the Minutes of 29 <sup>th</sup> May 2018.	
15.	<b><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 29<sup>th</sup> MAY 2018</u></b> No matters were raised.	
16.	<b><u>PROGRESS AGAINST WORKPLAN</u></b> Mr Besford-Foster reported that the draft Plan should be available in August/September 2018 and suggested holding three drop in sessions for residents in East Looe, West Looe and possibly out of town at the Academy or Children’s Centre. Sessions to be held during the daytime, evening and weekend, all in one week, giving residents the opportunity to attend. There will be a six week consultation period, from which the plan can be reviewed and amended accordingly. Cornwall Council will need to organise the	

	<p>dates for the referendum. Mr Besford-Foster will update the Work Plan accordingly.</p> <p>Councillor Mrs Hannaford stated that it would be good to incorporate timescales in conjunction with the Looe Summit.</p>	
17.	<p><b><u>URBAN EDGE ASSESSMENT</u></b></p> <p>Councillor Toms brought up for discussion second home ownership in Looe. The Committee discussed and Mr Besford-Foster suggested obtaining the latest figures for second home ownership.</p> <p>Councillor Toms raised the matter of the need for extra care housing locally. The design of Passmore Edwards Court, Extra Care Housing in Liskeard was discussed. Both Councillors Lundy and Sullivan showed an interest in visiting Passmore Edwards Court.</p>	<p>Cllr Mrs Hannaford to obtain second home ownership figures from Cornwall Council</p> <p>Cllr Toms would arrange a visit</p>
18.	<p><b><u>DRAFT POLICIES UPDATE</u></b></p> <p>Mr Besford-Foster informed the Steering Group that a Policy writing meeting was held on 12<sup>th</sup> June. Mr Besford-Foster gave an overview and went through the objectives of the Brief for Polean Master Plan Study and suggestions for amendments were made. Mr Besford-Foster would update the document and re-circulate.</p>	<p>Mr Besford-Foster to update the document</p>
19.	<p><b><u>POLEAN MASTER PLAN</u></b></p> <p>Cllr Mrs Hannaford informed that a meeting had been held with Cornwall Council Officers and a 'Looe Place Shaping Programme' document had been prepared and approved by the Directorate Leadership Team team of Cornwall Council. The meeting held was very positive. Discussion took place regarding the funding for this Project and Mr Besford-Foster stated that £10,000 had been identified from Cornwall Council Economic Development fund to enable this work for Looe to be developed and he would also be applying for a Grant. Further discussion took place.</p> <p>Councillor Toms proposed that Looe Town Council be asked to consider a contribution of £5,000 towards this project, seconded by Mr Spreckley, this was</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to ask Looe Town Council to consider a contribution of £5,000 towards the Polean Master Plan Project.</p> <p>Councillor Toms requested that this be added to the Agenda of the Full Council meeting scheduled for Monday 9<sup>th</sup> July 2018.</p>	<p>Clerk to add item to Full Council Agenda on 9<sup>th</sup> July 2018</p>
20.	<p><b><u>WEIGHT OF EVIDENCE IN PLANNING APPLICATIONS</u></b></p> <p>Councillor Mrs Hannaford asked Mr Besford-Foster of the weight in evidence the Landscape Character Assessment has in current planning applications. Mr Besford-Foster stated that the LCA has been prepared by highly skilled landscape experts and can be used in current planning applications in material decisions.</p>	

21.	<p><b><u>TIMESCALES TO REFERENDUM</u></b>  This Agenda item had already been discussed in Minute No 16 above.</p>	
22.	<p><b><u>MATTERS FOR FURTHER DISCUSSION</u></b>  Councillor Mrs Hannaford congratulated and thanked Mr Besford-Foster for all the hard and splendid work that has been done on the Plan.</p>	
23.	<p><b><u>DATE FOR NEXT MEETING</u></b>  The next Steering Group meeting will take place on Wednesday 25<sup>th</sup> July at 7pm.</p> <p><b>The Meeting closed at 8.30pm.</b></p>	

Signed .....

Date .....