

**MINUTES OF THE NEIGHBOURHOOD PLAN CORE
STEERING GROUP MEETING
Held in the Tourist Information Centre, Fore Street, East Looe
On Thursday 4th July 2019 at 7.00pm**

REPORT TO COUNCIL

PRESENT Chairman – Cllr Mrs Hannaford
Mr S Besford-Foster – Planning Support
Cllr J Lundy – Looe Town Council
Mr J Spreckley

IN ATTENDANCE

Town Clerk – Mrs A Frith

		ACTIONS
113.	<u>APOLOGIES</u> Apologies were received from Cllrs Toms and Mrs V Sullivan, and from Dr. L Harrison.	
114.	<u>TO APPROVE THE MINUTES OF THE MEETING 4th JUNE 2019</u> Cllr Mrs Hannaford proposed that the Minutes of the meeting of 4 th June 2019 be approved, seconded by Cllr Lundy it was: <u>RESOLVED</u> Unanimously to approve the Minutes of the Meeting of 4 th June 2019.	
115.	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 4TH JUNE 2019</u> .1 <u>Ref Min No: 106 – Looe Valley Marine Group</u> As no response had been received to our request for a meeting with the Group, the Clerk was asked to chase a response.	AF to chase
116.	<u>TO REVIEW REPORT ON RESPONSES FROM CONSULTATIONS</u> Mr Besford-Foster reported that he has now got a complete record of all responses and will be sorting these out into groups. He went through the response received from English Heritage, who have concerns regarding the fire station area, most of which can be addressed. With reference to Mr Gamblin’s response it was suggested that a letter be sent to him thanking him for his input and helpful comments especially around conservation and heritage, also stating that we would appreciate it if he could do the research and put something together for inclusion in the plan, this was proposed	

	<p>by Cllr Mrs Hannaford, seconded by Cllr Lundy and was resolved unanimously.</p> <p>SBF will provide the Clerk with the information to write to Mr Gamblin.</p> <p>Cllr Mrs Hannaford stated that the next work to be done is to either rebut or take into consideration all comments, there are two big issues – allocations for housing and business – these are to be put on the Agenda for the next meeting.</p> <p>An email from Cllr Toms requesting that some allocation for housing be identified for West Looe rather than all in East Looe was discussed and Cllr Mrs Hannaford expressed disappointment that this has only now been brought up as over the last three years this has been discussed and followed a democratic procedure.</p> <p>There is a potential opportunity for allocation of 25 houses in the Polean area, this will be discussed at the next meeting.</p> <p>Cllr Mrs Hannaford asked if Policies can bolster climate change, energy saving etc, SBF responded that there is already a lot in the plan which can be enforced and informed that Cornwall Council have commissioned Exeter University to work on this, we could then use that as a reference.</p> <p>Cllr Mrs Hannaford emailed a contact at Cornwall Council for further information, calculations, base date figures and guidance.</p>	SBF to provide Clerk with info
117.	<p><u>TO REVIEW THE BUDGET</u></p> <p>The Clerk informed that there had been no changes to the budget since the last meeting.</p> <p>SBF informed that there is more money available for the provision of affordable homes.</p>	
118.	<p><u>TO REVIEW UPDATED LANDSCAPE ASSESSMENT</u></p> <p>The Clerk informed that there are two copies in the office for review.</p>	
119.	<p><u>POLEAN MASTER PLAN</u></p> <p>Lavigne Lonsdale had provided an update on progress so far which had been circulated. This information was reviewed and it was decided that a meeting with Lavigne Lonsdale should be arranged as soon as possible to address issues raised in their email. Cllr Mrs Hannaford agreed to contact Sue Ryder.</p>	<p>Clerk to arrange meeting.</p> <p>EH to contact Sue Ryder</p>
120.	<p><u>TIMESCALE TO REFERENDUM</u></p> <p>Mr Besford-Foster informed that we are still on track for submission of the plan in the autumn.</p>	
121.	<p><u>COMMUNICATION OF KEY MESSAGES</u></p> <p>It was suggested that the key messages should be:</p> <ul style="list-style-type: none"> • Responding to consultation comments • Reviewing Polean in the Neighbourhood Plan in response to the Council’s declaration regarding climate change. • Likely submission to Cornwall Council in the autumn for 	

	<p>legal checks and independent assessment leading up to a referendum.</p> <ul style="list-style-type: none"> • Add planning weight to Policies in the Plan. 	
122.	<p><u>MATTERS FOR FURTHER DISCUSSION</u></p> <p><u>.1 Letter from Noreen Jefferies – Rural Housing Enabler – Cornwall Council</u></p> <p>A letter had been received from Ms Jefferies introducing herself as the Rural Housing enabler.</p> <p>The Committee discussed the letter and were very interested in the content. It was suggested that Ms Jeffries be invited to attend the Planning Committee meeting on 24th September to explain in more detail. It was also suggested that members of the Neighbourhood Planning Steering Group be invited to attend and Mr Besford-Foster.</p> <p>The Clerk was asked to invite Ms. Jefferies to meet on the above date at 6pm.</p>	<p>Clerk to invite Ms Jefferies.</p>
123.	<p><u>DATE FOR NEXT MEETING</u></p> <p>The next meeting will take place On Wednesday 7th August 2019 at 7pm.</p> <p>The Meeting closed at 8.40pm.</p>	

Signed

Date