

**Tywardreath & Par Parish Neighbourhood Plan (NP) Steering Group (SG)  
Minutes of meeting held on 09.03.20.**

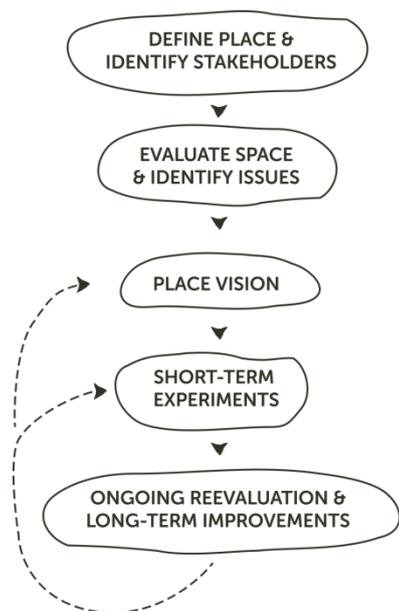
**Present:** Cllr David Hughes (DH), Cllr John Page (JP), David Quoroll (DQ),  
Alison White (AW)

**Apologies for absence:**

Cllr Roy Taylor, Cllr Adrian Wildish and Cllr Caroline Wildish, all attending a meeting for Par and St Blazey Community Flood Group and Cllr Jordan Rowse

Item	Discussion notes	Who? Action
1.	<b>Minutes from last meeting held on 28.11.19.</b> have previously been approved and adopted by email.	
2.	<p><b>Updates and information</b>  <b>Flood Risk Management meetings 09.01.20. and 24.02.20.</b>  RT attended the meeting on 24.02.20. and AW attended both meetings organised by Jenny Moore of St Blaise NP (and Town Council) with Mark Allott (CC StARR Project Manager); Tom Fletcher (Environment Agency); and Dan Brown, Development Director and colleagues from the Eden Project including the lead from the National Wildflower Centre  <a href="https://www.edenproject.com/eden-story/our-ethos/national-wildflower-centre">https://www.edenproject.com/eden-story/our-ethos/national-wildflower-centre</a></p> <p>As far as the StARR project is concerned, the role of CC and the EA was clarified. In effect, CC (Mark Allott) is leading on all the St Blaise Town area projects. The EA (Tom Fletcher) is managing the St Andrew's Rd. Wetland Reserve project which lies in Tywardreath and Par Parish. Following the initial consultation in June 2019, the designs have been modified and the EA intend to consult further and more widely in the near future. The EA is working closely with Matthew Healey of the Westcountry Rivers Trust <a href="https://wrt.org.uk/about-us/team/">https://wrt.org.uk/about-us/team/</a>.</p> <p>The discussion was wide-ranging in both meetings but the aim is to focus on natural measures for the mitigation of flood risk e.g. rain gardens whilst also taking advantage of other opportunities which may exist for the enhancement of blue green spaces. The 2020 Tour of Britain cycle race is passing through Cornwall and there may be funding opportunities if localities and organisational partners joined together e.g. in respect of the The National Lottery Climate Action Change Fund. Recent press coverage of a new bus route along Tywardreath Highway prompted discussion of bus stop design options, such as one with a green roof, along with other projects which could involve local farmers and landowners if they</p>	

are interested e.g. biochar.



The Eden Project team spoke about their involvement with wildflower projects along the new A30 link road where the emphasis on “**place-making**”. The definitions of “place-making” are varied but in this context it encompasses ideas such as: working with the people who live in and/or use a particular place in order to discover their needs and aspirations.

This information is then used to create an agreed place vision and action plan which focuses on people and function rather than design-led solutions. So, for example, the community may decide to prioritise pollinator spaces to encourage bees and other insects, climate resilient spaces such as raingardens etc. Image source: <https://www.pps.org/article/5-steps-to-making-places>

TF of the EA said that it will be next year before work starts on the St Andrew’s Rd. Park / St Andrew’s Rd. Wetlands Reserve area, but plans have been amended in the light of last year’s consultation with Parish Cllrs and NP members and it is hoped to hold a similar event soon. RT mentioned that a concern had been raised about the culvert leading to Par Green and asked whether CC and the EA had considered potential vulnerabilities in the wider area.

AW reported that NDP discussions have touched on the need to consider the long-term implications of Climate Change and sea level rises for Par in particular, given its proximity to Par Beach and such information as is currently available has been included in the NDP. Overall, the NDP has a Blue Green theme running through it. The focus is very much on encouraging sustainable economic development such as Blue Green (also known as Wellness) Tourism whilst at the same time protecting and enhancing the Blue Green spaces within the parish. In fact, many of these Blue Green spaces are shared resources in that they are used not only by residents of the parish and neighbouring areas, but also by visitors from the rest of Cornwall and tourists from further afield. AW offered to put up any relevant information at the two NP community events planned for the week-end of 4<sup>th</sup>/5<sup>th</sup> April at Cornubia and for

	<p>the Annual Parish Assembly on Thursday 7<sup>th</sup> May. TF said that there is little money available beyond that set aside for the capital works but suggested that other groups in the locality may wish to consider putting in external funding bids for any “extra” work.</p>	
<p><b>3.</b></p>	<p><b>NDP Progress</b>  Emma Ball (EB), Development Officer, took over from Gemma Hankins (GH) as our NP contact as from 20<sup>th</sup> Jan 2020. AW met with GH and EB at the NP Planning Surgery on Friday 17<sup>th</sup> January. EB said that our NDP already carries some weight. Carlyon Parish’s NDP is not as advanced as ours but CC referred to it when making a planning decision and the Inspector gave this consideration when the application went through to appeal, even though the NDP does not yet have statutory weight. Tywardreath and Par Parish Council may wish to consider referencing the NDP where appropriate when taking decisions. The NDP will carry greater weight after the pre-submission consultation phase and yet more weight once it has been examined by the External Inspector. It will have full statutory weight a day after the community supports it in the referendum. EB added that the PC may wish to start reviewing outcomes of planning application appeals where the NDP has been referenced and keep a record of these.</p> <p>Feedback on the Strategic Environmental Assessment (SEA) version of the NDP was positive and it was confirmed that we do not need to undertake the formal SEA process. The Ecology department (Environment Service) noted that “the environmental section was excellent and would serve as a good model for others to follow.” The Sustainability Check has also been recommended as a model to other NP groups. CC Officer comments were detailed and most have been incorporated into the updated Regulation 14 version of the NDP. The officer responsible for “Flooding” (Environment Service) detailed the issues (and possible policy statements) around Par Beach, including its possible designation as a Coastal Change Management Area within a Shoreline Management policy. This idea has been raised and discussed before but had been thought to be too demanding technically. However, in the light of the feedback it was felt that we should revisit this. John Elkington (JE) started researching and drafting ideas in line with the suggestions made in the feedback. EB then emailed through to say that further discussion with colleagues in the Climate Change team suggested delaying the inclusion of such a policy in the current NDP (as further guidance will be coming through in the next 2 years or so). JE and AW have</p>	

	<p>produced an Appendix (M) instead of a policy, drawing on information currently available. Extra text has also been inserted into the NDP where appropriate to highlight the importance of flood risk management to the parish.</p> <p>DH, DQ and AW have continued revising the NDP in the light of ongoing discussions with EB and new information coming through. CC has produced a Contaminated Land Strategy Inspection Strategy <a href="https://www.cornwall.gov.uk/council-and-democracy/council-news-room/media-releases/news-from-2020/news-from-february-2020/new-contaminated-land-inspection-strategy-to-protect-cornwall-s-environment-and-support-regeneration-of-brownfield-sites/">https://www.cornwall.gov.uk/council-and-democracy/council-news-room/media-releases/news-from-2020/news-from-february-2020/new-contaminated-land-inspection-strategy-to-protect-cornwall-s-environment-and-support-regeneration-of-brownfield-sites/</a> This has implications for our parish, because of past mining activity, and a document on this will be added to the Appendix. AW has been selecting quotes from the report and DH has produced a comprehensive review of the parish in this regard. AW/DH will liaise with John Brinkhoff of Cornwall Council mapping section on a map to accompany the information.</p> <p>A revised Housing, Supplementary Planning Document was also adopted on 20 Feb 2020. It is not yet on CC's website, but AW obtained a copy and has amended the NDP accordingly. The following paragraph 62 is of particular interest:</p> <p>"Whilst the Local Plan supports organic growth, there are some areas in Cornwall where, due to local geography or limited sustainability etc., it is unlikely that much new housing development will be achieved. It is therefore also unlikely, that local households that need affordable housing, will have many – if any – opportunities to secure an affordable home in these areas."</p> <p><a href="file:///C:/Users/Alison/Documents/Neighbourhood%20Plan/Documentation/Housing%20residential/2020%20Adoption%20of%20the%20Housing%20SPD%20-%20Appendix%203.pdf">file:///C:/Users/Alison/Documents/Neighbourhood%20Plan/Documentation/Housing%20residential/2020%20Adoption%20of%20the%20Housing%20SPD%20-%20Appendix%203.pdf</a></p>	<p><b>DH/AW ASAP</b></p>
<p><b>4.</b></p>	<p><b>Current work</b></p> <p>There are 4 key documents associated with the NDP itself at this stage: the Plan itself; the Evidence Summary which lists the sources; the Appendix and the Sustainability Check. JE and AW have designed covers for and formatted the Regulation 14 updated documents; and SG members have had the opportunity to comment on revisions. Public appeals for proof-readers (on social media and via the PL24 magazine) resulted in 5 offers of help. We are extremely grateful to John Armitage, Elizabeth Meades, Jenny Thomas, Sue Shroff and Val Tippet for their assistance in this lengthy and painstaking task. AW and JE are working with the proof-readers to finalise the documents ready for printing ASAP.</p>	<p><b>AW ASAP</b></p>

5.	<p><b>Going forwards</b></p> <p>Planning for the next stage in the process is underway. The Regulation 14 version of the documents will be uploaded to the NDP section of the Parish Council website once they have been finalised. The process should then continue as outlined below (coronavirus allowing).</p> <p>The Parish Council will carry out the Regulation 14 pre-submission consultation between 23<sup>rd</sup> March 2020 and 11<sup>th</sup> May 2020. As part of this consultation, a display will be put up at Cornubia on Saturday 4<sup>th</sup> April and will remain there for the Craft Fair on Sunday 5<sup>th</sup> April. The Annual Parish Assembly is on Thursday 7<sup>th</sup> May and the display will be put up for this. SG members will be present at both events. The consultation will be widely publicised via posters throughout the parish, via social media including the Tywardreath School Newsletter and through emails to individual community groups and businesses as well as to all those residents who have subscribed to the email update list. <b>A separate document summarising actions to be taken by individual SG members was circulated and agreed.</b></p> <p>It was recognised that some flexibility might be required because of the coronavirus outbreak and that it may be necessary to do an extra event on a “pop-up” basis. DH suggested that the display might be put up in Par Track/library/cafe when not needed elsewhere. A full copy of the NDP docs + comment box will be there throughout the consultation period along with the same at: St Andrew’s Church and at the New Inn in Tywardreath and Cornubia, the Welcome Home Inn and Par Beach Café in Par.</p>	<b>All to note</b>
6.	<p><b>Overview: Consultation Process &gt; Referendum</b></p> <p><b>a) Regulation 14 Parish Council consultation</b></p> <p><b>Dates:</b> 23.03.20. – 11.03.20. i.e. a 7 week period</p> <p><b>Action:</b></p> <p>All consultees listed A-P in Table 1 of CC pre-submission consultation guidance <b>must</b> be consulted. We choose any others after P; AW suggests consulting First Great Western, Police and Fire. AW will also contact the Open Spaces Society and the Ramblers, as much mention is made of Public Rights of Way in the NP. We send an e-mail stating that the plan is being formally submitted at Regulation 14 of the Neighbourhood Planning Regulation 2012 amended. We list the documents and give a web link to the NDP section of the PC website.</p> <p>During the Regulation 14 Parish Council consultation period and</p>	<b>AW</b>

	<p>after 11<sup>th</sup> May, all comments will be collated and recorded in the <b>Consultation Statement</b> with a note on action taken (and amendments made if applicable). AW will draw up the <b>Consultation Statement</b>.</p> <p>AW will also forward email contacts for community groups to Cornwall Council (per response to GDPR email sent out in early March), so that Cornwall Council can consult these groups later in the process (at Regulation 16 stage, detailed below).</p> <p><b>Basic Conditions Statement</b> to be drafted. We are approaching an external consultant for this.</p> <p><b>PC must sign off on the documents before moving onto Reg. 15 stage below</b></p> <p><b>b) Regulation 15 stage</b></p> <p>We e-mail CC stating that the plan is being formally submitted at Regulation 15 of the Neighbourhood Planning Regulation 2012 amended. We give the web link and list the documents.</p> <p><b>Legal compliance report:</b> Emma Ball, CC NP Officer compiles this. It normally takes 2/3 weeks but CC may raise issues at this point, so could be longer.</p> <p><b>c) Regulation 16 stage Cornwall Council consultation</b></p> <p>6 weeks statutory</p> <p>Cornwall Council arranges for an External Examiner at this point. Emma Ball sends all the consultation responses to the examiner and parish council. The parish council can then review the comments and decide whether to submit any comments in response to the examiner. All correspondence for the examination is submitted through the neighbourhood planning team. The examiner will send a clarification note with a list of queries for CC and the parish council. The examiner then sends through the draft examination report for fact checking and it is then finalised. We then agree who amends the plan with the examiner recommendations. Either Cornwall Council's Neighbourhood Planning Team or the Parish Council does this. The finalised plan is then agreed. The plan then has to be signed off with the examination modifications (all done by Cornwall Council) as it is a legal document before proceeding to referendum. Cornwall Council administers the referendum process.</p>	
8.	<p><b>Date of next meeting/s and draft agenda</b></p> <p>The date, venue and agenda for the next meeting will be posted on the Parish Council website at least 3 days in advance of the meeting. The next meeting is likely to be in June.</p>	All to note