



Wadebridge Town Council

The Town Hall, The Platt, Wadebridge, Cornwall PL27 7AQ
Telephone: 01208 812643

Town Mayor – Cllr Tony Rush Town Clerk – Mrs Kate Glidden-Rogers

EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE NEIGHBOURHOOD PLAN Notes of Advisory Group Meeting, Board Room, Tuesday 22 October 2013, Noon

Those present : Tony Rush, Simon Malloni, Peter Collis, Jeremy Varcoe, Tony Faragher, Dr Mike Kent, Mark Innes, Philip Mutton & Grenville Stanbury

Also present : Beverley Collins, Minutes Clerk.

Tony advised of emergency exit routes.

1. **Apologies** were received from Mike Todd, Steve Knightley & Pamela Starling.
2. **Minutes of the last meeting** – meeting notes of 8 October 2013 had been previously circulated & were received as a true record.
3. **Membership Update**
 - a. **Amanda Pennington** - Members were advised that Amanda has resigned from both the Steering Committee and Advisory Group. The Town Council will discuss a replacement representative at next Full Council meeting.
 - b. **Mr Fairbanks** - It was clarified that Mr Fairbanks has stood down as a co-opted member of the Advisory Group. He will however remain as the PCC (Parish Church Council) contact for consultation as and when required
4. **Business Survey** – Simon advised of the content of the survey and relevant dates for circulation and response. Members were asked to assist, where possible with delivery.
5. **Evidence Progress & North Cornwall Local Plan 1999, Relevant Saved Policies** – Information provided by Paul Weston had been circulated prior to the meeting. For the benefit of new members, Peter gave a brief précis of topic group work to date noting that evidence gathering is an essential element in order that the plan succeeds. Peter advised of Paul Weston's involvement and Paul's progress report was briefly discussed. It was noted that the outstanding topic work should be completed, as far as possible, by 5 November (second draft).

Topic group members gave individual updates noting where additional work is required. It was **agreed** this should be included as a standing item on the agenda. Concerns regarding 5 November deadline were discussed – it was clarified that whilst progress is important, missing information and data can be included as and when available. Paul will circulate a combined evidence base report after 5 November for initial discussion by the group mid-November.

Jeremy advised that the Physical Environment topic group has arranged a meeting in order to obtain clear ideas/objectives on development and the effect it will have on the environment and landscape. Groups including Camel Trail Partnership, Ramblers, WREN etc. will be invited to send a representative(s).

Meeting is scheduled for **THURSDAY 14 NOVEMBER, 6.30pm, VICTORIA ROOM.** Jeremy asked that representatives from each topic group attend if possible, notably the Housing group as development will be a main factor. Mark noted a definitive town / countryside boundary is required.

Paul Weston's information relating to saved policies was discussed. Peter advised the policies need to be referred to for evidence purposes and that topic groups should incorporate comments within their reports as necessary. It was reiterated that Planning Officers are obliged to consider successful/adopted Neighbourhood Plans in the first instance.

6. Other Business

Sustainability - Mike Kent reminded the group that David Chadwick and Zoe Bernard-John were to be invited to attend a meeting to discuss sustainability. Beverley advised that an e-mail from Zoe, containing links to advice on sustainability appraisals (from Cornwall Council) had been circulated to all members several weeks ago. It was noted that whilst topic groups will address sustainability individually some information will be shared between groups. It was suggested that a separate meeting to discuss sustainability should be scheduled.

Action : Beverley to contact DC/ZB-J & re-circulate email.

Project Review - Peter advised that the Steering Committee will include a standing agenda item (Project Review) each month in order to discuss and monitor the project – including; Project Timetable, Human Resources Allocation and Budget Plan & Cost Issues – Advisory Group will be kept informed as necessary.

7. Date and time of next meeting – Tuesday 5th November 2013, 7pm (apologies from Mike Kent, Mark Innes & Tony Rush)

Meeting closed 1.50pm

Meeting & Date	Date received by Steering Cttee	Date received by WTC – Full Council
Advisory Group – 22/10/13		