



Wadebridge Town Council

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

Town Mayor – Cllr Tony Rush

Town Clerk – Kate Glidden-Rogers

EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE NEIGHBOURHOOD PLAN

Steering Committee meeting

Tuesday 11 August 2014, 11am, Victoria Room

1. **Apologies** – Jeremy Varcoe
2. **Minutes of last meeting** – meeting notes of 17 June 2014 were received as a true record.
3. **Advisory Group** – meeting notes of 8 July & 5 August 2014 were received.
4. **Reports** –
 - a. **Plan & Policy Development Report (Scoping - PW)** – the Scoping Report was received as presented. The Committee noted the inclusion of policies consideration and future use.
 - b. **Neighbourhood Plan Workshop Report (vision, aims and objectives by Advisory Group)** – the final report was received and the Committee discussed and **APPROVED** the framework relating to Autumn consultation.

Members re-iterated issues raised at Advisory Group meeting of 5 August in relation to development boundaries and land capacity.

Ongoing concerns with documentation pertaining to the Land Supply Task Group's work to date was also discussed, including the need for transparency - task group members are obliged to advise if they have any apparent interests in relation to the potential development sites.

It was **AGREED** that the Land Supply Task Group should present a report detailing the potential sites as soon as possible. Report to include how/why sites are included or not included (withdrawn), advantages and disadvantages and members interests. The importance of recording this information was noted (audit/evidence purposes). Members acknowledged the task group's work commitment and thanked Tony Faragher for the professional way in which he has managed the topic work so far and noted their continued support leading up to the Options Consultation scheduled for November 2014.

Action : Chair to write.
 - c. **Autumn Schedule (next phase of consultation - PW)** –
 - i. Two stages of the consultation and associated cost implications – The Committee discussed and **ACCEPTED** the schedule as presented.

First stage consultation - Options for the initial stage to publicise the draft vision and objectives was discussed. The following was **AGREED** :

- **Adrian to action** –
Workshop Report to be uploaded to NHP website.
Introduction / preface page (aims & objectives etc.).
To include space for community response / comments.
- Report to be displayed in Town Hall Foyer space and notice board
(Action : office).
- Article for North Cornwall Advertiser (via Wadebridge Town Council's proposed monthly article which is still to be confirmed – August Full Council) **(Action : Consultation Task Group).**

Second stage consultation (November 2014) – it was **AGREED** that the Consultation Task Group will meet to discuss requirements and forward funding requests to the Steering Committee / Wadebridge Town Council.
Action : meeting to be arranged.

- ii. Work ahead for the Land Supply Task Group – the group's forthcoming work was briefly discussed including possibility of Sustainability Appraisal. To be discussed further at meeting with task group.
- iii. Set objectives and timetable of the Land Supply Task Group (to include liaising with Cornwall Council) – Simon referred to page 14 of the report and suggested that a clear idea of the local housing needs I obtained. To be discussed further at forthcoming meeting.
- iv. Strengthening Land Supply Task Group membership – As discussed earlier in the meeting, members voiced their support for Tony Faragher's continuance as group leader. To be discussed further at forthcoming meeting.

5. Letter of Objection - Bodieve Planning Applications – A letter drafted by the Advisory Group, to be forwarded to Cornwall Council, was circulated and discussed – referring to the final paragraph, it was **agreed** to replace 'statutory bodies' with 'town and parish councils'.

- It was **AGREED** to accept and forward the letter subject to minor change in final paragraph.

6. English Heritage – letter regarding statutory consultation requirement was circulated and discussed. Clarification received from Paul Weston refers to the 2012 Regulations which includes a list of statutory consultees, including English Heritage. Paul suggests that, once the draft aims and objectives have been approved, they are sent to all consultees for comment. Additionally, refer to Evidence Report (website). Simon advised that the St. Eval documentation clarifies consultee requirements.

Action : Office.

7. **Other Business** – Peter gave a brief update of the approved budget and requirements for the completion of the grant funding budget. It was agreed that Peter will email a budget update and discuss further with Kate as RFO to Wadebridge Town Council.

Action : Peter.

8. **Date and time of next meeting** – To be agreed.

Meeting closed – 1.03pm

Meeting & Date	Date received by Steering Cttee	Date received by WTC – Full Council
Steering Cttee – 11/08/14		