



# Wadebridge Town Council

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

Town Mayor – Cllr Pamela Starling

Town Clerk – Anne Minnis

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## EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE NEIGHBOURHOOD PLAN

### Steering Committee meeting

Tuesday 29 September 2015, 9.30am, Board Room

**Attendance :** Cllrs : Pamela Starling (Chair), Paul Tofi, Simon Malloni, Adrian Jones & Peter Collis. **Also present :** Tony Faragher (Advisory Group).

**Minutes :** Beverley Collins

1. **Apologies** – Jeremy Varcoe.

2. **Minutes of last meeting** – meeting notes of 27 August 2015 were discussed and deferred to next meeting. Amendments and corrections to be clarified.

*Action : Members.*

3. **Town & Parish Review of Draft Plan** – The Committee discussed issues with how and why the Chair of Committee called the review. Various aspects were debated and settled.

Pamela advised of comments received from Zoe Bernard-John (CC) and that Coleen O'Sullivan (Network Team) is available to assist with the draft plan.

**Agreed** that responses must be the consensus of each Council and documented.

- **St Breock PC** – Simon reported issues with the review and advised that a summary will go to next Council meeting (Monday 5 October) for agreement.
- **Egloshayle PC** – Review meeting on Wednesday 30 September. Peter will document.
- **Wadebridge TC** – Review undertaken - Pamela will collate comments received.

A timetable was discussed and **agreed** as follows :

- **Wednesday 7 October** – Deadline for feedback to be submitted to Chair of Committee.
- **Thursday 15 October, 9am** – Steering Committee to review feedback and draft amendments for Plan Writing Team. Coleen O'Sullivan to attend.

*Action : Pamela to contact Coleen O'Sullivan.*

4. **Steering Committee's Review of Councils feedback & recommendations** - The importance of ensuring the following was noted :

- Feedback / comments are democratic and consensus of respective councils.
- Proposed amendments will be the collective opinion of the three councils as a whole.

*The following action was agreed :*

- Pamela and Peter will collate respective reviews into a single document to be circulated prior to next Steering Committee meeting on 15 October.
- Steering Committee will review and draft amendments.
- Plan Writing Team and Consultant if necessary to administer amendments and present revised draft to Steering Committee.
- Revised draft to be circulated to Steering Committee by 30 October.
- Steering Committee to meet with Plan Writing Team on Wednesday 4 November, 9am (to include Paul Weston if necessary).
- Simon will call an Advisory Group meeting – date to be decided on 15 October.

Relevance of supporting material between the Policies was debated. Justification and evidence was referred to.

The importance of ensuring that Councils are aware that the Plan document will be a condensed version for public circulation was noted. Paul Weston has provided examples of how to produce a condensed document.

- **Policy amendments** - Concerns with potential amendments to policies were highlighted – evidence base will need to be referred to. Removal of a policy will require more in depth consideration.

5. **Briefing of redrafted Plan to Councils** – An overview presentation to be arranged for all Council members and NHP team including Consultants. Confirmed that this will not initially include the Press.

*Action : Date to be arranged (after 4 November 2015).*

6. **Cornwall Council 'informal' Scoping Opinion** – Noted that the Plan Writing Team expects amendments from CC - Zoe (Bernard-John). Suggested that the 2<sup>nd</sup> Draft Plan is sent to CC asap after the overview presentation. Peter referred to the timetable and advised that three weeks should be allowed for Zoe to undertake the review.

7. **Briefing and agreeing work programme for Planning Consultant** – Wadebridge Town Council - Minute 094/15 (September 2015), refers to agreement for continued use of previously allocated budget.

It was **agreed** to approach Paul Weston for assistance with :

- Overview presentation.
- Summary document.

Noted that Paul Weston has contact details for assistance with sustainability work.

**Maps - Draft Plan** – Adrian and Tony confirmed that statistics, maps and the action plan are awaited. Paul reiterated the importance of map availability.

Noted that CC is assisting with production of maps.

8. **First thoughts on the consultation phase** – Options to be discussed.

**9. Advisory Group resources** – Peter noted that Philip Mutton has asked where the group currently stands with work load. Peter has responded.

**10. Date and time of next meeting** – Thursday 15 October, 9am.

Meeting closed : 11.25am

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Meeting & Date	Date received by Steering Cttee	Date received by WTC – Full Council
Steering Cttee – 29/09/15		