

# Ponsanooth Parish Council

## Neighbourhood Development Plan - Full Meeting Minutes

Date 21st January 2025 19:00-21:00 Ponsanooth Hall Meeting Room

Ref	Key Action/Decision/Issue	Who
1	<b>Attendees:-</b> C. Daly (Chair), M. Ferris, M. Beckett, D. Willcocks, C. Bevan, S. Breckenfield (minutes) <b>Apologies:-</b> C. Trewern,	For Noting
2	<b>Public session</b> - no members from the public attended	
3	<b>Declarations of interest</b> No one declared a conflict of interest in the proposed agenda.	All
4	<b>Previous minutes</b> Minutes from 14/1/25 reviewed, amended and signed.	
5	<b>Declarations of interest</b> No one declared a conflict of interest in the proposed agenda.	All
6	<b>Matters arising from minutes</b> <b>Green space workstream (SB)</b> 1) Commons lane wooded bank - previous withdrawn planning app. PA20/01353 (single house). Land owner identified in supporting document. 2) Additional spaces for evaluation a) Area between A393 and behind fuse works. - setting for the 'World heritage site'. - Parish clerk to identify landowner b) Field either side of Kennall river running from Blankednick lane to A39 junction, following Parish boundary. - exercise area for Cosawes park homes + visitors. Landowner identified in supporting document. 3) Starter draft document reviewed (SB)  <b>Answers to content questions to SBF</b> 1. IMD (index of multiple deprivation) used in demographics + census 2019.	
7	Ponsanooth NDP position statement document reviewed and amended. Link to the document will be sent under separate email. Please review your actions.	All
8	<b>Project list review (not NDP workstreams but targets for spend)</b> 1. Footpaths x 3 2. Footpath widening St Michaels road opposite Stag Hunt pub. 3. Rail Halt 4. Cemetery Management 5. Ponsanooth Playing field  Update map on page 34 of draft 4b with latest map.	SB
9	<b>Review of outstanding work elements (SBF document)</b> • <b>SEA - workstream</b> • <b>Consultation leaflet (8 page A5 example) - remember photos</b> • <b>Diversity and equality statements x 2 sense check plan.</b> • <b>Consultation document - what was said and NPD response table.</b>	
10	No meeting on 28th Jan, next meeting 4th Feb 25 SBF next attendance - 4th Feb 25	
11	<b>Sign off of documents to upload to new website.</b> 1. <b>Historic/Heritage report</b> - Agreed upload 2. <b>Design Codes</b> - Agreed upload (version on PC website) 3. <b>100% renewable project (DW)</b> - Agreed upload (Drive final document) 4. <b>Site Allocation report</b> - Agreed upload (check location with SBF) 5. <b>Master plan</b> - Agreed upload (check location with SBF) 6. <b>Erciss report</b> - Agreed upload	SB SB SB SB SB SB

	<b>7. Hyperlink to TPO map on POL</b> - Agreed (DW/SB to confirm link works) <b>8. LCA report</b> - Agreed upload with appendices <ul style="list-style-type: none"> <li>Confirm target content for:- Our community, Economic, Dark Skies</li> <li>Housing need report needs reviewing with non-report format updates before being represented for the upload decision.</li> </ul>	SB/DW SB SB CD
12	<b>Agenda items for next meeting:-</b> <ul style="list-style-type: none"> <li>SBF attendance</li> <li>Review document sign off position as per item 8</li> <li>Progress on Position Statement Workstream.</li> </ul>	All
13	<b>Next meeting</b> - 4th Feb SBF session 19:00 Hall meeting room. <b>Future meetings</b> - every Tuesday 19:00 hall meeting room until further notice	All

Minutes to be approved at following meeting and forwarded to Parish Council for information

Signed



Date 4/2/2025