

Ponsanooth Parish Council

Neighbourhood Development Plan - Full Meeting Minutes

Date 24th June 2025 19:00-21:00 Ponsanooth Hall Meeting Room

Ref	Key Action/Decision/Issue	For Action/Noting
1	Attendees:- C. Daly (Chair), D Willcocks (minutes), M Ferris, M. Beckett,, C. Bevan, C. Trewern, Steve Besford-Foster Apologies:- S. Breckenfield	
2	Public session - Not on agenda	
3	Declarations of interest No other conflicts of interest were noted or occurred.	All
4	Previous minutes Minutes from 10/06/25 reviewed, amended and signed.	DW
5	Matters Arising from minutes 1. SEA a. Response received from Cornwall Council. No SEA required hence no further action required under this item. DW put copy in Minutes folder of 10 6 2025 b. Full response received by email. Copy is in minutes of 24/6/25 . Heritage statement not required at this stage and report done already is plenty of detail. Group agreed no further action required. c. Consultants statement. SEA Historic England statement is very good make sure Examiner Sees it d. Also statement, of Chris T's work. MAke sure the examiner sees it. 2. Local Greenspace Report - SBF updated and presented. All agreed with updates presented by SBF. SBF to implement	CD CD SBF
6	Consultation leaflet:- new items in blue 1. Review of draft template (SB) 2. Include:- a. What is NDP b. What have we found - include extracts of ONS data c. What are the conclusions - use vision picture from draft report d. Reflect the new NPPF numbers e. Include list of policy/policy areas f. Look for aerial pictures of parish g. Include linear version of 'Where are we now' 3. PDF version of leaflet to be transferred to DW when SB leaves. 4. Add map of world heritage site - complete - reference this in design code section 5. Add map of masterplan - complete 6. Policy list in pamphlet - needs summary of each policy not just title 7. Add note about paper survey as an option. 8. PDF and Pub files to be located on drive with link shared with DW	SB SB
7	Version 7 draft plan and templates for completion 1. Page 34 - Design quality - should this reference our design guide? Identify and let SBF know - SB addressed. 2. Duplication of policy - H6 and EM2 to be resolved. Agreed to put in H6 Done 3. Outstanding website evidence base reports on drive from SBF to be reviewed and amended. These can be found in 'UPLOADS TO DRIVE 07052025' folder. a. Community Facilities reviewed and uploaded to completed) b. Climate Change (reviewed and uploaded to completed) c. Sub directory within the above directory for ' Completed Templates '. 4. Review of Draft green space document with 10 candidates complete. SB a. 9 of 10 accepted as candidates for declaration as green space. b. Document to be completed - moved to ' Completed Templates ' folder. Informed SBF about the process in meeting and SBF will review folder Done	

	Version 8 draft plan reviewed 1. Highway report; CD to make note that examiner can see 2. SBF went through all of V8 update and group were in agreement with all updates provided by Steve. SBF to create V9 and this will be final version 3. Group to do proof reading	CD SBF ALL
8	Communication plan 6 weeks prior to reg 14. 1. A5/A4 8 page leaflet to be developed - SBF to send pdf of examples. This will require a house drop to be arranged. 2. Media messaging to be maximised a. Create specific facebook page b. Utilise Ponsanooth post , Parish Council & Cosawes park facebook pages. c. business cards with QR code for survey and website at public spaces d. Consider using local papers to advertise the Reg 14 event and key messages. 3. Develop online simple survey to gather responses 4. Print paper survey with distribution points and collection boxes. i.e. village shop/four cross garage. 5. Arrange drop in sessions manned by team members :- a. Weekend session b. Mid week evening session c. Mid week morning session 6. Do not hold an open meeting. Contact Chris Marshall ref Posnanooth Post	 <

	<p>The draft plan was issued to CC for comment. Comments were received (issued with the agenda)</p> <p>General response received from CC = <i>"The plan is looking really good; it has a good evidence base and the objectives are clearly set out. Each policy is clearly justified and the policy text is generally clear and well written. Comments are relatively minor."</i></p> <p>Which was very positive, with thanks to Steve for all the work he has put in?</p> <p>The group reviewed CC comments and notes (minutes 10/6/25) -(Steve Updated in V8)</p>	
13	<p>Settlement Boundary</p> <p>See note in minutes folder (10/6/25) from Steve ref this subject. Following discussion agreed following</p> <ol style="list-style-type: none"> 1. Infill is OK as it is within the Settlement Boundary 2. Rounding off is pre determining what rounding off is and hence where future development will go hence this would be a Development Boundary. A Development Boundary implies that the settlement is sustainable and hence open to future development- whereas the settlement boundary does not imply this (in fact the opposite). So even though the rounding off would be very useful for future planning, it would not help the control of development to appropriate areas. 3. Decision - it would be useful to keep the work done for reference for the Council in future decisions 4. Decision - remove rounding off from Treluswell and Burnhouse and agree that this is a settlement Boundary/Area 5. Chris to update plan 	<p>Group</p> <p>Group</p> <p>CD</p>
14	<p><u>Government Position on NDP and effects</u></p> <p>Position</p> <ul style="list-style-type: none"> • No official Government statement as yet • Locality Statement only to date = No funding for locality, this likely means no more funding and no funding for referendum <p>Clarity Required</p> <ul style="list-style-type: none"> • Actual Government position • Will CC fund Referendum (if Gov Will not) <p>Worst case Cost</p> <ul style="list-style-type: none"> • Steve £2,250 (reduced rate) • Reg 14 - Material (should be covered by current PP funds) • Reg 16 Referendum Approx £4k (TBC) • Total worst case approx £6k <p>Option</p> <ul style="list-style-type: none"> • NDP - lot of work put in (7 years+). Is statutory and must be taken into consideration. But could require around £6k • Policy Statement - No real weight just informs local plan. Minimal cost. <p><u>Group strongly recommend NDP Option</u></p>	<p>CD</p> <p>CD</p>
15	<p>Future meetings</p> <ol style="list-style-type: none"> 1. TBC 	
16	<p>Agenda items for next meeting:- 1/7/25</p> <ol style="list-style-type: none"> 1. TBC 	
17	<p>Next meeting - 1st July</p> <p>Future meetings - every Tuesday 19:00 hall meeting room until further notice</p>	All

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

Signed



Date 1/7/2025