

Ponsanooth Parish Council

Neighbourhood Development Plan - Full Meeting Minutes

Date 1st and 8th July 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 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 of 1st and 8th July to be reviewed at next meeting	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:- 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	

[illegible]

	<ul style="list-style-type: none">• Wind Turbine - go with SBF recommendation	CD																								
11	<p>Project timeline - to be permanent minute item</p> <table><tr><td>Complete draft plan</td><td>Mid July</td></tr><tr><td>Complete Plan Cross check</td><td>end Aug</td></tr><tr><td>Media pack development</td><td>end Aug</td></tr><tr><td>6 weeks pre Reg 14 communication and printing</td><td></td></tr><tr><td>Add to posnsanooth Post magazine</td><td>mid Oct</td></tr><tr><td>Commence reg 14 (email council)</td><td>Mid Oct</td></tr><tr><td>Reg 14 consultation (8 weeks - Drop in sessions)</td><td>End Nov</td></tr><tr><td>Review feedback from Reg 14 consultation</td><td>Dec</td></tr><tr><td>Update Plan in light of feedback</td><td>Dec</td></tr><tr><td>Submit Plan to CC</td><td>Dec/Jan 26</td></tr><tr><td>CC undertake Reg 16 Consultation</td><td>1Q 2026</td></tr><tr><td>Ready for referendum</td><td>2Q 2026</td></tr></table>	Complete draft plan	Mid July	Complete Plan Cross check	end Aug	Media pack development	end Aug	6 weeks pre Reg 14 communication and printing		Add to posnsanooth Post magazine	mid Oct	Commence reg 14 (email council)	Mid Oct	Reg 14 consultation (8 weeks - Drop in sessions)	End Nov	Review feedback from Reg 14 consultation	Dec	Update Plan in light of feedback	Dec	Submit Plan to CC	Dec/Jan 26	CC undertake Reg 16 Consultation	1Q 2026	Ready for referendum	2Q 2026	ALL Review
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12	<p>Comments from Cornwall Council</p> <p>The draft plan was issued to CC for comment. Comments were received (issued with the agenda)</p> <p>General response received from CC = "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."</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 Boundary2. 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 decisions4. Decision - remove rounding off from Treluswell and Burnhouse and agree that this is a settlement Boundary/Area5. Chris to update plan	Group Group CD																								
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. It 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 and Reg 16 consultation (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 and Referendum Approx £4k (TBC)• Total worst case approx £6k (TBC) <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	CD CD																								

	<ul style="list-style-type: none"> Policy Statement - No real weight just informs local plan. Minimal cost. <u>Group strongly recommend NDP Option</u>	
15	<u>Fair Day</u> <p>Fair day went very well. There were 7 written responses to the plan. The summary is in the minutes folder.</p> <p>Note Rail halt - 1 negative and 6 positive statements.</p>	
16	<u>Business Survey</u> <p>CD shared the survey; reviewed and update agreed.</p> <p>Will be shared on FB, email and PPC. Catch as many companies as possible</p>	CD DW
17	<u>Leaflet</u> <p>Leaflet to be reviewed at next meeting; DW to send copy to CD and bring along copy to next meeting</p>	DW
18	<u>Planning applications</u> <u>Pelean Cross</u> <p>Not is sustainable location; poor access for walking and cycling; does have access to bus stop but difficult to access bus stop on other side of road; need car to get to Posnanooth; likely destroy valuable hedge for access; (Pellyn meadows on previously developed land hence cannot use this as reason for development); Not a settlement in NDP; open countryside; sporadic development; Road Safety group evidence of issues with Pellyn Meadows - safety of access to site (speed of traffic); no footway link to Ponsanooth</p> <u>Wood Hill</u> <p>Caravan there for 10 years with evidence and certificate of occupation; hence has legal basis for development; design is appropriate and modest</p> <p>Note; this is why enforcement should be used even if you have sympathy with the user, so that established use threshold is not reached.</p>	
19	<u>Future meetings</u> 1. TBC	
20	<u>Agenda items for next meeting:- 15/7/25</u> <ol style="list-style-type: none"> Gov Position Update and CC Review Leaflet Business survey update Sustainable Appraisal Housing Strategy Community List Project list Acknowledgements Review OS list (policies etc) 	
21	<u>Next meeting</u> - 15th July <u>Future meetings</u> - 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 15/7/2025