

BUDOCK PARISH COUNCIL NEIGHBOURHOOD PLANNING
STEERING GROUP
MINUTES OF MEETING – Monday 4th March 2019

Held at Budock Village Hall

Present: David Heritage, Eileen Bennett, Peter Fairbank, Peter Grounds, Hilary Crewes, Nina Hann.

1. **Welcome and Apologies:** David welcomed the Group. Apologies from Peter Dudley.
2. **Minutes of Meeting Mon. February 4th 2019. Matters Arising.** DH confirmed that Actions had been met and he had completed the Draft Plan. It is 18 pages in length with spaces for photographs, not yet included.
3. **Update:** DH hopes to clarify dates and details and have the word document edited and proof read so that it can be presented to the Parish Council at the end of the month. When complete and agreed by the Parish Council the Plan can then be published on the Website for further consultation and comment. DH drew our attention to the Strategic Environment Assessment (SEA) requirement which he did not think will be necessary for our Plan due to the small numbers of housing required in Budock.
Discussion took place on getting quotes from some Graphic Design input to enhance the final document. All thought that using the Cornwall Council Draft Plan Support Services would be a good idea. It was also thought that actual copies of the Plan should be available for people to view in places such as the Village Hall, Shop etc.

ACTION: DH to forward the SEA Information and the Draft Plan to all members of the Steering Group for proof reading and comment. Nina to distribute these documents and collect any comments or revisions.

The Index for the Evidence Base Document was discussed. It was agreed that it should be in tabular format and evidence based.

4. Publicising the draft Plan and Policies:

Press Reports and advertising the NDP on the website were discussed. It was agreed that we would hold Public Drop-in events in Budock Village Hall on **Saturday 11th May** and at Trevera on **Saturday 18th May**, to engage with the public and give people opportunities to view and comment on the Plan. Material from the previous public consultation in June 2018 could be updated and on

display as well as photographs and maps using the display boards from our previous Consultation Meetings.

ACTION: PF to verify dates and book the Hall.

Posters will be displayed around the village advertising the Drop-in Events and we hope to use Cornwall Council services to distribute a mailshot flyer to publicize the completed draft Plan on the website and the Consultation Drop-in events. (Similar to the process used to distribute the Questionnaire). Reports for the press will be prepared and previous Posters will be updated.

ACTION: i) EB to prepare press statement for the Falmouth Packet for the Group to agree at next Committee Meeting. ii) DH to consult Cornwall Support Services for costs for graphic design work on final Plan and sending out a flyer to advertise the Plan on the Website and the public events in May.

5. **Any other Business:** EB submitted final Stile Survey data for PD to collate. Information from SITU8 Planning Consultancy Ltd. was discussed but not thought relevant as other Planning Consultancy firms had offered their services which have not taken up.

It was suggested the Planning Inspector's evidence for the dismissal of the Planning Appeal for Menegay Fields could be used in our Evidence base.

ACTION: HC to find the relevant documentation.

6. **Date of Next Meeting: Monday April 1st 2019**