

**MINUTES OF THE NEIGHBOURHOOD PLAN CORE STEERING GROUP MEETING
held in the Council Chamber, The Guildhall, Fore Street, East Looe, PL13 1AA
on Wednesday 22nd January 2014 at 7pm**

REPORT TO COUNCIL

PRESENT:

Chairman - Councillor D J Bryan

ATTENDEES

Cllr Mrs M Powell – Looe Town Council
Cllrs A Toms and Mrs E Hannaford – Looe Town Council and
Cornwall Council
Mr S Foster – Community Network Manager
Ms S Arden – Cornwall Council Planning Policy
Cllrs J Broad and D Keeble – St Martin's Parish Council
Mr E B Galipeau – East Looe Town Trust
Mr J Charnock – Looe Development Trust
Mr M Cotton – Member of the Public
Mr N Hipkiss – Member of the Public
Mrs A Sweeney – Member of the Public

OFFICERS

Town Clerk – Mrs Anne Frith
Assistant Town Clerk – Mrs Annette Keen

32. APOLOGIES

Apologies for absence were received from Councillors M Gregory (LTC), Mr C Hyde and Mr R Henly (St Martin's Parish Council), Mr D Moore (Conservation Officer, Cornwall Council), Mrs J Cole (Doctors Practice) and Mr F Wood (RBL).

33. TO ELECT A VICE-CHAIRMAN

Councillor Bryan explained that due to Mr Rose's withdrawal from the Steering Group a new Vice-Chairman is needed and he asked for volunteers, Councillor Mrs Powell volunteered however, Mr Galipeau proposed that no Vice-Chairman is elected, in the absence of the Chairman at any time a temporary Chairman be elected, seconded by Mr Charnock it was unanimously agreed.

34. MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 13TH NOVEMBER 2013

There were no matters raised.

35. TO DISCUSS THE WAY FORWARD

Councillor Mrs Hannaford stated:

- In order to formulate a plan, we need a plan
- We have not established an area.
- No funds have been applied for
- We need a “route map” with jobs allocated to specific people
- The recent press release in the Cornish Guardian and Cornish Times has apparently gone un-noticed.

Ms Arden pointed out that the Looe Area has in fact been designated but if we wish to include other adjoining Parish Councils we will need to apply again for an amended Designated Area. We need to then make a project plan of what we are doing and when and then apply for the funding, there is only one lot of funding per designated area.

We can look at the MCTi Plan and use this as a base and for the initial publicity.

Mr Charnock stated that using the MCTi Plan is a good idea as we can show what has been achieved already, copies are available. Mr Foster offered to store these copies at Luxstowe House.

Councillor Mrs Hannaford went through the Looe Neighbourhood Plan Communications Strategy that she had put together from the documents produced by St Ives Town Council and stated that the draft Cornwall Council Local Plan and Spatial Planning contents need to be considered.

Mr Galipeau agreed that the MCTi Plan is useful to look at but, in his opinion, the Neighbourhood Plan should be formulated by this group and be more concise and it is fundamental to establish which Parish Councils, if any, we are working with. Ms Arden informed that the Neighbourhood Plan is a delivery plan, not as high level as the Cornwall Council Local Plan or the National Planning Policy Framework (NPPF), it can determine the finer detail ie where, materials used, renewable energy etc, it is the extra detail.

Councillor Toms stated that the 2011 Census will provide a lot of information and we need to consider the road links and transport links with other Parish Councils, there is no current protection for AONB/AGLV/OALS. Mr Foster informed that Cornwall Council have a lot of data available and liaison regarding cross-border issues is important.

Mr Galipea stated that we need to resume the presentations to all organisations and set a target date for the first public consultation.

Ms Arden stated that we need to have a wide consultation to cover all issues, which will in turn focus the Working Groups, and keep going back to the public with solutions for further consultation.

Councillor Mrs Hannaford suggested the following actions:

- Re-designate the area with willing Parish Councils
- Apply for the Funding
- Continue with the Presentations
- Work on the Consultations

Mr Galipeau, Mr Charnock, Mr Hipkiss, Councillor Mrs Hannaford and Mr Foster will work on the consultations.

Mr Foster will organise Gemma Blackwell to meet with us to discuss a project plan and community involvement.

Councillor Mrs Powell volunteered to create an e-mail address, blog and facebook page.

36. TO DISCUSS FURTHER PRESENTATIONS TO LOCAL ORGANISATIONS

A schedule of presenters was put together with dates for the presentations to be confirmed.

37. MATTERS FOR FURTHER DISCUSSION

There were no matters raised.

38. TO ARRANGE A DATE FOR THE NEXT MEETING

This will be arranged at a later date.

The Chairman thanked everyone for attending.

The Meeting closed at 8.30pm.