

**MINUTES OF THE NEIGHBOURHOOD PLAN CORE
STEERING GROUP MEETING**
Held in the Council Chamber, The Guildhall, Fore Street, East Looe
On Tuesday 26th September 2017 at 7pm

REPORT TO COUNCIL

PRESENT

Chairman – Mr G Spence - SECTA
Mr S Besford-Foster – Planning Support
Cllr A Toms – Looe Town Council
Mr J Lundy - Resident
Mr J Spreckley – Looe Development Trust

IN ATTENDANCE

Town Clerk – Mrs A Frith
Assistant Clerk – Mrs A Keen
Mr N Cahill – Cornwall Council
Ms A Thurtle – CRCC
Ms C Hurley - CRCC

		ACTIONS
133.	<u>APOLOGIES</u> Apologies for absence were received from Cllr Mrs E Hannaford, C Roy, R Fisher (SECTA) and Dr K. Lang (LHC).	
134	<u>INTRODUCTIONS</u> Round the table introductions were made.	
135.	<u>TO RECEIVE A PRESENTATION FROM MR NICK CAHILL – HISTORIC ENVIRONMENT STRATEGY OFFICER, CORNWALL COUNCIL</u> Mr Besford-Foster explained that he had sent the AECOM report to Mr Cahill and that this Group were disappointed with the content of the report, he asked Mr Cahill for his point of view. Mr Cahill stated that it is not clear what the report was supposed to do, the main content seems to be mainly focused on heritage buildings and there is nothing about the Conservation Area, the report can be used but needs evidencing followed by analysis and then policy making. In his opinion the report does not add anything to Kath Statham's report, there is not a lot of point in "beefing" it up but it can be used as an evidence base. The Conservation area appraisal undertaken by David Moore in 2002 should be referred to. Policy 24 other policies and the Preamble of the Cornwall Council Local Plan are very good but the policy has to link to aims and objectives and the NPPF. He suggested that the town could be split into different character	

	<p>areas and assessments of each done, historic and heritage assessments need to be done to create documents. Mr Cahill offered to assist with this.</p> <p>Concerns were raised as to how to stop further erosion of listed and historic buildings in the Conservation Area, it was suggested that the Article 4 Directive is the most important tool. Mr Cahill also informed that Polperro NHP states that no building should be demolished if identified as important or listed.</p> <p>Mr Spence thanked Mr Cahill for attending.</p>	
136	<p><u>TO RECEIVE A REPORT FROM CRCC</u></p> <p>Ms Hurley reported that CRCC have been undertaking a SWOT analysis of the reports submitted by the Working Groups, she suggested that they formulate a matrix for policy making and offer a solution to the issues raised by Mr Cahill.</p> <p>They have looked at public engagement and identified that all the groups cross over, they have produced a survey analysis which needs shortening and looked at things that cannot be policy governed.</p> <p>Ms Hurley also noted that the areas of importance are housing, economy, heritage and environment. The issues surrounding flood defences were discussed and Mr Besford-Foster suggested that we need to determine the level to which we support the flood attenuation and defences, he suggested we refer to the Environment Agency and MMO.</p> <p>Cllr Toms informed that Looe Harbour Commission, Cornwall Council and the Environment Agency are working on a flood defence scheme and asked if this could be referred to in our NHP, Ms Hurley informed that it could be used but care needs to be taken that one policy does not negate another.</p> <p>The SWOT has identified that the weaknesses are: inappropriate development and infrastructure.</p> <p>Ms Hurley congratulated the Working Groups on their work so far. Mr Besford-Foster asked if there is an opportunity to get the Groups together in a couple of months to bring out policy material and asked if CRCC if they would be willing to help, Ms Hurley agreed that they could assist.</p> <p>Ms Hurley asked if the Group are happy for CRCC to move on to the next stage, this was unanimously agreed.</p> <p>Mr Besford-Foster informed the Group that a list of policies needs to be formulated and sent to him to forward to Ms Hurley, once these lists have been provided to CRCC and she will push for information on what are the “burning” issues.</p> <p>Mr Spence asked the Groups to provide these lists within the next week and send them to Mr Besford-Foster.</p> <p>Mr Spence thanked Ms Hurley and Ms Thurtle for their attendance.</p>	
137.	<p><u>TO APPROVE THE MINUTES OF THE MEETING 20th JULY 2017</u></p> <p>Mr Spence proposed that the Minutes of the Meeting of 20th July 2017 be approved, seconded by Mr Spreckley it was:</p>	

	<u>RESOLVED</u> Unanimously to approve the Minutes of 20 th July 2017.	
138.	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 20th JULY 2017</u> .1 <u>Ref Minute No: 130.3– Polean/Millpool</u> The Group were informed that the Polean meeting will probably be months away and will be a “place-making” exercise.	
139	<u>NEWSLETTER</u> Mr Besford-Foster informed that the newsletter is done but not yet distributed and he asked permission for the cost of £500 to be covered by the Council, this was duly given. Cllr Toms suggested that the distribution of the letter could be included with the distribution of the leaflet that the Council is sending out regarding Devolution, the cost could be split between the two. Press releases to be done and we need to keep highlighting the NHP progress.	
140.	<u>BUDGET UPDATE</u> There had been no changes to the budget since the July meeting.	
141.	<u>WORKING GROUPS</u> Mr Spence asked all working groups to produce aims and objectives and three policy ideas to be sent to Mr Besford-Foster.	
142.	<u>WORKPLAN</u> Mr Besford-Foster stated that progress will now be speeded up thanks to CRCC. Mr Spence stated that the actions from this evening are: Heritage Audit – Mr Cahill to assist Draw together Conservation Area and AECOM reports Design Guide review Local listing/significant building study External demand for business Longer term – flood defences – seek support from maritime industries.	NC SBF SBF/GS CRCC to provide some info.
143.	<u>MATTERS FOR FURTHER DISCUSSION</u> There were no matters raised.	
144.	<u>DATE FOR NEXT MEETING</u> The next meeting was provisionally arranged for Tuesday 17 th October 2017, confirmation of this date will be made a week before the meeting. The Meeting closed at 8.50pm.	

Signed

Date