**Mevagissey Neighbourhood Development Plan (NDP) Steering Group (SG)**

Notes of public meeting held at 6pm on 10 February 2016 at the MAC.

Present: Garth Shephard (Chair), Jane Blakemore, Sue Lydeard, Mike Roberts, John Whatty, Nigel Florence, James Mustoe (Ward Member), Phil Howson (Notes).

No members of the public were present.

Purpose of meeting: to review responses to the public consultation which ended on 5 February 2016.

Earlier in the day, Colleen O’Sullivan (CC) had met with the NDPSG to go through the comments made by CC officers who had been consulted on the draft Plan. GS had been concerned that some key policies may not be acceptable, but had decided that they simply needed to be worded correctly. Points of significance included:

* Areas of Landscape Sensitivity: the definition should be changed to Sites of Amenity Value;
* Impact of second homes on the Plan. The advice was to research the last 20 years of census material to identify the properties which comprise the 24.6% which CC thinks we have, and also to review how the St Ives NDP has handled this issue. JW has already produced a summary of the census data, and will write it up and forward to GS **(AP1)**. JM will arrange for a check for more information from the House of Commons Library **(AP2)**.
* Seascape: there is a specific policy covering onshore support services for offshore activities. The advice was to include that within another policy, but GS believes it should continue to stand alone. SL advised it be reworded to remove any ambiguity **(AP3)**.
* Open spaces: these have been identified within the development area only, and not outside it. Because CC are currently compiling this information within the next few weeks, it will be sufficient to include a statement that we are aware of the omission but confident that it will be rectified when CC have completed the exercise **(AP4)**.
* CC thought that the ten policy areas had been structured in a way which was not easy for planning officers to use, so GS has added a summary of the policy areas in a more ‘planning officer friendly’ format, but will not revisit the structure of the Plan. SL suggested a compromise which may satisfy CC’s concerns, and GS will consider this **(AP5)**.

SL will complete the Basic Conditions Document **(AP6)**, covering compliance, but needs to include an appendix. GS will forward this to her **(AP7)**.

Of the several consultation responses received from outside bodies, only that from Natural England was significant. SL will merge this into the Plan **(AP8)**.

Colleen O’Sullivan is expecting to receive a revised Plan incorporating all the issues raised by CC officers. Following a further review by them, she would then send it to the Inspector along with her report.

SL suggested that the comments from CC officers should be shared out by policy group amongst SG members for incorporation into the Plan. JW agreed, but thought that GS should do the final incorporation. It was agreed that this task should be shared as follows **(AP9)**:

SL: Environment and Green Space;

GS: Design;

NF: Housing;

JW: Heritage and Culture;

JB: Employment and Economy;

MR: Community Facilities.

GS would also produce a new Introduction section **(AP10)**.

For a given policy group, the member dealing should check all aspects of the Plan to ensure that CC officers’ comments were all covered, and to write up all discrepancies **(AP11)**. GS suggested the following format to be used by all:

|  |  |  |
| --- | --- | --- |
| Policy Section | Section headings relevant in current version of NDP | Comments re. changes required |
| … | … | … |

Separately, flag anything in the officers’ comments which are currently not covered at all in the Plan **(AP12)**.

GS will then merge all this into the Plan **(AP13)**.

JW will then review all the automated cross references, section references, annex references, etc., to ensure that they are still correct **(AP14)**.

The aim is to complete this exercise over the next fortnight so that the revised Plan can be returned to CC before the end of the month.

An interim progress meeting will be held at the MAC at 11am on Thursday 18 February **(AP15)**.

The meeting ended at 6.45pm.

**SUMMARY OF ACTION POINTS**

All: AP9, AP11, AP12, AP15

JW: AP1, AP14

JM: AP2

GS: AP3, AP4, AP5, AP7, AP10, AP13

SL: AP6, AP8