

## **June 2014**

### **47/14 NEIGHBOURHOOD PLAN**

Councillor Fairman advised that his ambition is to actively start to progress this project in the Autumn. In the interim the Council needs to consider what it is going to ask, the issues which need consultation and if in the light of the recent questionnaire if Blisland wishes to identify sites for affordable/sheltered housing.

Councillor Fairman also suggested that the Council may wish to give consideration to protected views and renewable energy projects.

Finally Councillor Fairman advised that he had spoken informally with St Breward Parish Councillor Denis Lusby and St Breward Parish Council does not wish to work with Blisland Parish Council on a Neighbourhood Plan.

## **Oct 2014**

### **147/14 BLISLAND NEIGHBOURHOOD PLAN**

It was proposed by Councillor Fairman and seconded by Councillor Miss Meads that Blisland Parish Council sets up a Neighbourhood Plan working party to develop a Blisland Neighbourhood Plan. The initial membership to comprise of the following Councillors:-Councillor Fairman, Councillor Mrs Webber, Councillor Miss Meads and Councillor Runnalls. The working party will initially contact CRCC to ascertain the support available and report to the monthly Council meetings. This proposal received the support of the Council

## **Nov 2014**

### **170/14 BLISLAND NEIGHBOURHOOD PLAN**

Councillor Fairman advised the Council that members of the working party met with two representatives from CRCC to discuss what is involved in preparing a neighbourhood plan and how to move things forward. CRCC services will cost £250 per day. The first step is to make an application to Cornwall Council to formalise the area on the Parish boundary. This will make the Parish of Blisland the 'Neighbourhood Plan area' and Blisland Parish Council as the administrative body. It was proposed by Councillor Fairman and seconded by Councillor Miss Meads that the clerk is instructed to apply to Cornwall Council on this basis. This proposal received the support of the Council. Councillor Fairman then explained that CRCC also suggested that it is useful to have further members on the working party who are not Parish Councillors. It was also suggested that the Village Shop could be the focal point for the consultation and that an ongoing display of the progress of the project in the shop may generate more responses. It was proposed by Councillor Bogle and seconded by Councillor Mrs Carey that in the interim an advert is put in the Village Magazine and Shop & Post Office asking for volunteers to join the working party. This proposal received the support of the Council.

## **Dec 2014**

### **192/14 BLISLAND NEIGHBOURHOOD PLAN**

The Council was advised that Cornwall Council's Sarah Arden has acknowledged receipt of Blisland's application and has asked one of her colleagues to process the application and arrange the six week consultation. Cornwall Council's Community Network Manager Sarah Sims has offered to come to Blisland to discuss how to start the plan and the clerk was instructed to invite Sarah to the February Council meeting.

## **Feb 2015**

### **223/14 NEIGHBOURHOOD DEVELOPMENT PLAN PRESENTATION by Sarah Sims**

Councillor Fairman welcomed Sarah Sims to the meeting and provided a brief update on progress to date with Blisland's proposed neighbourhood plan.

Sarah Sims advised the Council that one of the more difficult areas of any Neighbourhood Plan is how to engage members of the public and record community engagement for inspection purposes.

Councillor Fairman advised that the members of the working party (4 Parish Councillors & 2 community volunteers) had received a presentation from Derris Watson regarding St Cleer's neighbourhood plan. As a result of this the working party hopes to make some displays and collate thought provoking material for the Annual Parish Assembly in May.

Sarah Sims reminded the Council that the Neighbourhood Plan with reference to planning development can build on the ethos of the Local Plan but must not be contrary to this document. Also the wording of any development policies is critical, the more precise the policy the easier it can be applied and all policies will need to have an evidence base behind them. Everything in a Neighbourhood Plan needs to be evidenced i.e. if an area is identified as not being suitable for development - state why. Sarah further highlighted that it is important to maintain two way communication between the Parish Council and the Neighbourhood Plan steering group. Sarah offered to attend the APA if Council decided to try to use the meeting partly as an engagement session for the steering group. Sarah also suggested that it would be useful to involve stakeholders i.e. landowners at an early stage in the plan and check the current village development boundaries and have these available for the APA. Some land that is put forward for development will be inappropriate and it may be appropriate to redraw the development boundary. However, the plan should consider the current shape of the village and how that should be developed. It was decided that the Parish Council should introduce a standing agenda item namely – to receive a report from the Neighbourhood Development Plan Working Party.

### **Mar 2015**

#### **261/14 NEIGHBOURHOOD DEVELOPMENT PLAN**

(i) To formally acknowledge receipt of the Neighbourhood Plan designation

It was proposed by Councillor Fairman and seconded by Councillor Cross that Blisland Parish Council formally acknowledges the receipt from Cornwall Council of the Blisland Neighbourhood Plan designation. This proposal received the support of the Council.

(ii) To receive a report from the Neighbourhood Plan working party It was decided that the minutes of the Neighbourhood Plan working party will be submitted to Council after approval by the working party. Councillor Fairman advised Council that the working party has identified 3 possible sites for future development and that the group hopes to collate information and display boards for the Annual Parish Assembly meeting which it is hoped will also be a Neighbourhood Parish Plan engagement evening.

(iii) To authorise the Parish Council's application for grant funding It was proposed by Councillor Mrs Webber and seconded by Councillor Miss Meads that Councillor Fairman is authorised to complete an application for Neighbourhood Plan grant funding for Blisland Parish Council for £8,000.

This proposal received the support of the Council.

### **Apr 2015**

#### **290/14 NEIGHBOURHOOD DEVELOPMENT PLAN**

(i) Minutes The clerk was instructed to defer this agenda item to the May Council meeting.

(ii) Progress Report Councillor Fairman advised that the working party has attracted more members and that the last meeting was very productive.

(iii) Grant Funding application Councillor Fairman advised Council that all money applied for must be used by the end of March next year or it will need to be returned. The application will therefore be reduced to £3925 and a full list illustrating how the Council intends to spend the money will also be submitted.

### **May 2015**

#### **32/15 NEIGHBOURHOOD PLAN**

(i) Minutes – It was proposed by Councillor Bogle and seconded by Councillor Montague that the Neighbourhood Working party minutes are removed from the Parish Council website. This proposal

received the support of the Council.

(ii) Progress report – Councillor Fairman advised that the grant has been applied for and that the working party continues to talk informally with CRCC. The date of 13 June has been earmarked for the first full consultation in the Village Hall. The series of displays planned will include: - What is a Neighbourhood Plan? Different types of housing, designs of new housing, where development should or should not happen in the village & renewable energy. The displays will be ‘tested’ at the Annual Parish Assembly next week. The approach will be to start with a blank canvas to gauge views and encourage residents to express their views on their Parish.

It was proposed by Councillor Runnalls and seconded by Councillor Mrs Pope that this approach is endorsed by the Council. This proposal received the support of the Council. (iii) Grant Funding – The Council was advised that as part of the application process the funders will require the Date of Birth of all account signatories. (iv) Neighbourhood Plan element of Annual Parish Meeting - please see (ii) above.

## **June 2015**

### **47/15 NEIGHBOURHOOD DEVELOPMENT PLAN**

(i) Minutes. It was proposed by Councillor Mrs Webber and seconded by Councillor Miss Meads that the Neighbourhood Plan Minutes dated 23 April, 7 May and 1 June are noted by Council.

This proposal received the support of the Council.

(ii) Progress report.

It was reported by Councillor Fairman that the Neighbourhood Plan boards were well received at the Parish Assembly. CRCC’s Project Facilitator has suggested some minor changes and both the Project Facilitator Tracey and CRCC’s in house Planner James will be attending the consultation event.

(iii) Grant funding. The Council’s application has been successful and the grant of £3967 has been received into the Council’s bank account.

Councillor Fairman circulated by email prior to the meeting a copy of the terms and conditions of the funding.

(iv) Neighbourhood Plan consultation event.

Councillor Fairman confirmed that a copy of the flyer inviting Parishioners to attend the consultation has been circulated to all households in the Parish.

(v) It was proposed by Councillor Runnalls and seconded by Councillor Miss Meads that the Neighbourhood Plan expenditure of £847.98 is approved. This proposal received the support of the Council.

## **July 2015**

### **76/15 NEIGHBOURHOOD DEVELOPMENT PLAN**

(i) Minutes – It was proposed by Councillor Miss Meads and seconded by Councillor Mrs Carey that the minutes of the Blisland Neighbourhood Plan Steering Group Minutes are noted by Council. This proposal received the support of the Council.

(ii) Neighbourhood Plan consultation event – Councillor Fairman advised that the event was well attended and went well; both employees of CRCC were impressed. The next step will be to formulate a questionnaire with the help of CRCC which will go out to residents in September.

Councillor Mrs Webber asked the minutes to record thanks to Dominic’s wife and mum for making all the tea and coffee.

(iii) To discuss recommendations from CRCC – the clerk suggested that in accordance with the Steering Group minutes dated 1 June the Council and the Steering Group may wish to consider a planning statement.

It was proposed by Councillor Bogle and seconded by Councillor Runnalls that the Council accepts Councillor Fairman's offer to contact CRCC to obtain planning statement wording suggestions. This proposal received the support of the Council. The clerk also suggested that the Steering Group may wish to consider issuing a statement of consultation.

(iv) Neighbourhood Plan expenditure

It was proposed by Councillor Fairman and seconded by Councillor Runnalls that the invoice for food -£170.78 and 50% of the CRCC invoice £1440 are both authorised for payment.

This proposal received the support of the Council.

### **Aug 2015**

#### **109/15 NEIGHBOURHOOD DEVELOPMENT PLAN**

(i) To consider any Neighbourhood Development Plan meeting minutes not yet considered by Council. No further meetings have been held.

(ii) To further consider CRCC's Planning Statement recommendation Councillor Fairman advised the meeting that CRCC has advised that the both the Planning statement and the Consultation statement are important documents however Blisland Parish Council has not sufficiently developed the Neighbourhood Development Plan to need to draft these documents.

Councillor Fairman further advised that he would build into the budget some support from CRCC to draw up these documents.

(iii) To approve Neighbourhood Plan expenditure. None

### **Sept 2015 -**

No mention.

### **Oct 2015**

#### **152/15 NEIGHBOURHOOD DEVELOPMENT PLAN**

a) Received Neighbourhood Development Plan meeting minutes.

b) Update given on the draft Neighbourhood Plan questionnaire. Cllr Bogle suggested some rewording. Considered requesting the attendance of the Parish Clerk at Neighbourhood Plan meetings in future.

### **Nov 2015**

Update: Neighbourhood Plan RECEIVED updates:

Surveys are out in hardcopy and online, deadline is 25 November 2015.

Training for Landscape Character Assessment is due to take place by the end of the year.

### **Dec 2015**

Update: Neighbourhood Plan RECEIVED updates.

Cllr Fairman reported that 75 postal responses to the survey had been received and numerous online responses.

CRCC are to collate, analyse and report back.

Training on Landscape Assessment for volunteers will take place on 12 January 2016 at 6pm.

### **Jan 2016**

Update: Neighbourhood Plan

RECEIVED an update: training for landscape character assessment has been completed and a follow-up meeting is due on 26 January.

### **Feb 2016**

Update: Neighbourhood Plan

RECEIVED an update. The Council were informed that Character Assessment training had taken place and that a series of walks to conduct the assessments were being organised. Further steps would include more detailed assessment of important areas, more public consultation and policy formation.

### **Mar 2016**

Update: Neighbourhood Plan

RECEIVED updates. The group are conducting Local Character Assessments and building an email list of interested residents.

### **Apr 2016**

Update: Neighbourhood Plan

RECEIVED updates. A draft Local Character Assessments is being prepared by Cllr Fairman; further training will become available.

### **May 2016**

Reference to the Neighbourhood Plan was made in discussion to P.A Number 16/00472

*Cllr Fairman highlighted considerations as follows:*

*In May 2015 the Parish Council agreed to start work on a Neighbourhood Plan.*

*The initial consultation evening in June was attended by over 100 residents and onto a map of the village people were asked to place green dots where they would be for development, yellow where they were ambivalent and red where they would not prefer to see any new building.*

*The site east of Newton House (i.e. the site in this application) received:*

*o 3 green dots*

*o 12 yellow*

*o 22 red*

*Clerk to notify*

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*A follow-up questionnaire was then delivered to all 320 households in the parish in November 2015 and the first question asked people to rank possible site around the village that had been highlighted from the June consultation.*

*Around 70 responses were received and the site east of Newton House scored the following:*

*Ranked 1 = 6 respondents*

*Ranked 2 = 9 respondents*

*Ranked 3 = 13 respondents*

*Ranked 4 = 3 respondents*

*Ranked 5 = 10 respondents*

*Ranked 0 (would not like to see development here) = 23 respondents*

*The Cornwall Local Plan states that up to 200 houses are needed in the area by 2030 and that these are to be appropriate to the setting they are built in.*

*Home Choice statistics show that there are 15 households with connections that want to be housed in Blisland and 88 with no connection who want to be housed in Blisland – 50% of these are looking for affordable housing.*

*It was noted the Neighbourhood Plan respondents indicated that the field opposite the Village Hall is preferable for development, however the Neighbourhood Plan doesn't yet have weight.*

Update: Neighbourhood Plan

RECEIVED an update: presentation to take place at Parish Meeting on 25 May.

### **June 2016**

Update: Neighbourhood Plan

RECEIVED an update from Cllr Fairman. Cllr Bogle asked for clarification on what information has been forthcoming from local landowners. Up-coming meeting with Cornwall Land Trust on 15 June highlights the relevance of this issue.

Cllr Fairman reported that the landowner south of Tregenna Road instigated the idea of providing social housing. The owner of land opposite the Village Hall was also open to potential development. Cllr Fairman reported that a Landscape Character assessment was being undertaken, and assistance was being sought from Nick Harrison-Wright of the Wildlife Trust.

It was decided to call another Neighbourhood Plan meeting to take stock. The Clerk advised that the Cornwall Council Neighbourhood Plan department could attend and advise.

### **July 2016**

Update: Neighbourhood Plan

RECEIVED an update from Cllr Montague. RESOLVED to agree expenditure of *£350 on a housing needs assessment*.

### **Aug 2016**

Update: Neighbourhood Plan

RECEIVED an update. Housing needs survey cost is higher than expected.

Further meeting to be convened to judge enthusiasm from the community.

### **Sept 2016**

Update: Neighbourhood Plan

RECEIVED an update. New people attended the most recent meeting.

Cornwall Council indicated that a Housing Needs Survey will cost more than expected (c.£700).

Strategy for keeping momentum for the plan was discussed.

### **Oct 2016**

Update: Neighbourhood Plan

Update to follow at next meeting.

Nov 2016

Update: Neighbourhood Plan

RECEIVED an update.

Cornwall Land Trust suggest applying for a grant to carry out a *housing needs assessment*.

RESOLVED that Cllr Fairman will apply for a grant for the purposes of a housing needs assessment.

Proposed Cllr Meads, seconded Cllr Montague. Unanimous.

### **Dec 2016**

Update: Neighbourhood Plan - None.

### **Jan 2017**

Update: Neighbourhood Plan

RECEIVED update: Community Link Officer to be asked to attend a future meeting.

### **Feb 2017**

No mention of NDP

### **Mar 2017**

No mention of NDP

### **Apr 2017**

No mention

### **May 2017**

D. Fairman steps down as Chairman.

No mention of NDP

### **June 2017**

Appointment of Members to committees, working groups and outside bodies.

Neighbourhood Plan Steering Group – Cllrs S Rundle, Martin, Runnalls, Cross.

### **July 2017**

Update: Neighbourhood Development Plan (NDP)

RECEIVED an update on the above from Cllr Meads.

The Neighbourhood plan had started well and then stalled and was now being revisited, using the information from the survey to feed into the NDP template under the appropriate headings. After this has been completed, another public consultation meeting can be held presenting all the previous survey data and recruit new members onto a new Steering Group. Cllr Meads advised that at that point further help from Cornwall Council would be needed to set it out and further progress the plan would be requested.

Further updates will be provided and next meeting of interested councillors will be on 3rd August to continue to populate the template with information from the public consultation. Cllr Meads requested new members for the NDP steering group from the community and emphasised that it is about progressing the plan and not reviewing/revisiting everything at each meeting.

### **Aug 2017**

Update: Neighbourhood Plan

Cllr Meads read a statement providing an update. Next meeting to be on 21st August 2017 to continue putting survey information into the template.

Cllr Green commented following planning training and the weight given to Neighbourhood Development Plans.

Cllr Crozier decided not to continue as does not feel the investment is justified and will be overridden by wider government agendas.

Cllr Meads advised that there is a workshop/surgery on Thursday 14th September at Chy Tremain, Bodmin.

Cllr Meads suggested a meeting on 21 September 2017 to update residents and members of the steering group, and to recruit new members to work on producing the plan.

Cllr Fairman advised she has email list of contacts from previous working group so can send notification to them.

### **Sept 2017**

Update: Neighbourhood Plan

RECEIVED an update on the above from Cllr Meads.

Cllrs Meads and Martin met on 21st August and spent time updating survey from the initial survey. Further omissions were identified and additional questions to be included in draft form to provide more information. Cllr Meads and Cllr Martin met with NDP Team in Chy Tremain on 14th September to discuss current position and work carried out to date.

There are new template additions and updates available. Cllr Fairman requested clarification regarding the cost of an additional questionnaire.

Cllr Meads could not provide that information.

Update meeting on Thursday 28th September in the Institute at 7pm.

Oct 2017

Update: Neighbourhood Plan

RECEIVED an update on the above.

In the absence of Cllr Meads, Cllr Martin provided an update on the above.

Attendees at the NPD meeting were: Christopher Cross, Elspeth Hamilton, Jack Hemmings, Anne Green, Sheila Larsen, Yvonne Martin, (Tammy Burden – Clerk). Cllr Meads has approached P Keen regarding photographs for the NDP booklet.

Cllr Meads contacted Cornwall Councillors (Zoe Bernard-John and Victoria Fraser) for costs for their services. Information being collated to form the evidence base for the NDP. Next meeting 2nd November 7pm at the Institute.

Cllr Martin emphasised that at least 10 people are needed to work on the NDP.

**Nov 2017**

Update: Neighbourhood Plan

Update provided by Cllr Meads. CRC contacted and members of the NDP Team regarding funding, housing needs surveys and technical support/training.

Funding available until the end of the financial year. Housing survey cost approximately £600-£700.

Looked at work allocation.

Cllr Martin to look at the Dark Skies designation. Discussed design guide to go alongside the NDP.

Cllr Martin gave an example regarding a planning application discussed at the planning committee for development at Upton Cross, where the planning committee voted to approve the application despite the NDP being at an advanced stage.

Cllr Green – suggested sending updates via email as more effective.

Cllr Fairman to send email addresses to Clerk.

**Dec 2017**

Update: Neighbourhood Plan

Cllr Meads provided an update. No Neighbourhood Development Plan meeting since last parish council meeting but work ongoing.

**Jan 2018**

Update: Neighbourhood Plan

Nothing further to report but meeting date to be proposed by Cllr Meads.

**Feb 2018**

Update: Neighbourhood Plan

RECEIVED an update on the above.

Cllr Meads provided an update – funding will be applied for from next tranche of funding from April.

Meeting date to be agreed and circulated by Cllr Meads.

**Mar 2018**

Update: Neighbourhood Plan

Cllr Meads - Nothing to update. Waiting for the new financial year to explore grants available.

**Apr 2018**

Update: Neighbourhood Plan

RECEIVED an update on the above.

Cllr Meads provided an update. New neighbourhood planning support programme running for another 4 years - £23million available so grant funding available.  
Cllr Meads to continue with grant applications and will provide an update and arrange a meeting.

### **May 2018**

No mention of NDP

### **June 2018**

Update: Neighbourhood Plan

RECEIVED an update on the above.

Cllr Green provided employment information to Cllr Meads.

Cllr Montague – attending a local plan surgery at St. Austell. Needs a sufficient number of people to get the NDP progressing.

Cllr Meads – member of the public providing excellent photographs but grant funding required.

### **July 2018**

Update: Neighbourhood Plan

RECEIVED an update on the above.

Cllr Montague attended two NDP surgeries. Response from CC NDP lead officer provides some advice.

Cllr Montague reported that the general feedback was, bearing in mind the amount of planning applications and the size of the community, whether or not the council should proceed with the NDP due to the time and investment needed.

Cllr Meads – Considers NDP important in planning and many other villages have been spoilt.

Need to be revitalised – originally lots of people were interested so interest needs to be re energised.

Meeting to establish the level of support in the village – considered ways of advertising the meeting.

### **Aug 2018**

Update: Neighbourhood Development Plan

Cllrs Meads – meeting with Cllr Green and Cllr Montague to plan to get more community engagement.

Cllr Montague – updated on Dartmoor decided not to progress with NDP.

### **Sept 2018**

Update: Neighbourhood Development Plan

RECEIVED an update on the above.

Meeting took place and it was agreed that still ongoing but need to circulate an update.

Clerk to advise on GDPR implications for historic email contacts.

Need to publicise and attract new interest. Two members of the public have offered to provide help with certain aspects.

Member of the public questioned how the information would be disseminated and the use of the existing email contacts in line with the GDPR. Advised there is grant money available.

Cllr Meads advised funding streams need further investigation.

### **Oct 2018**

Crantock Parish Council Planning Decision Challenge

RECEIVED information, DISCUSSED and RESOLVED to put Blisland Neighbourhood Development Plan on hold until such time as the Crantock outcome is known.

Proposed Cllr Crozier, seconded Cllr Green, Unanimous.

Update: Neighbourhood Development Plan

No further update – covered in item above.

**Nov 2018**

No mention of NDP

**Dec 2018**

No mention of NDP

**Jan 2019**

Update: Crantock Parish Council Planning Legal Challenge

RECEIVED an update on the above.

General discussion regarding the outcome and the interpretation of ‘local’.

Agreed to wait for further response from any government response as advised by CALC.

**Feb 2019**

No mention of NDP

**Mar 2019**

Blisland Neighbourhood Development Plan

Cllr Meads provided an update on the current situation. Lack of consistency. BPC not dissimilar to other parishes.

Cllr Meads advised that there should be date for working group meeting, with a call for people to attend for meaningful engagement – in order to take it forward and see if people who are going to engage and have commitment can be encouraged to attend.

RESOLVED to continue to progress to set a meeting date to call interested parties –

Date set for Wednesday 3rd April 2019.

Proposed Cllr Green, seconded Cllr Larsen. Unanimous.

