



## **TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN**

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan (NDP) held on Monday 7<sup>th</sup> November 2016 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

**PRESENT:** Gary Davis (Chair), Eddie Andrews, Jon Cowd, John Crago (Town Mayor), Allan Glanville, Chris Goodman, Lisa Hocking, John Osborn, Sheena Morton, Rachel Tanner BEM (late arrival), and the Deputy Town Clerk - Milly Southworth (DTC).

The Chair welcomed Neal Jillings from Jillings Heynes Planning Ltd and all present gave introductions.

### **62-16 NDP Apologies for absence**

Apologies for absence were submitted on behalf of Debbie Marks, Clare McCallum, Odette Norreys, Mike Pearn MBE, John Tivnan, and Rob White (Vice-Chair).

### **63-16 NDP Declarations of Interest relating to items on the Agenda**

Allan Glanville – Declared non pecuniary interest as Co-editor of Kernewek Link.

### **64-16 NDP Minutes of the previous meeting**

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 10<sup>th</sup> October 2016 were approved with the removal of Rob White (Vice Chair) from the apologies for absence.

### **65-16 NDP Matters arising from the minutes**

- a) Pursuant to minute 66-16 (a) Rachel Tanner BEM has compiled the feedback obtained at the carnival event.
- b) Pursuant to minute 66-16 (a) Torpoint Enhancement Team – The Torpoint Tidy Up volunteer list is outstanding – **action Rob White (Vice Chair).**
- c) Pursuant to minute 66-16NDP (b) press release for the Landscape Institute Awards 2016 for the entry submitted by Clifton Emery Design Ltd – Clifton Emery Design will prepare a press release for the council to issue immediately after the results of the event are announced – **action DTC.**
- d) Pursuant to minute 66-16NDP (a) the DTC explained that the Vice Chair has forwarded an updated copy of the Project Plan, the Chair suggested the issue is delayed until the plan is updated with the current changes to the plan.
- e) Pursuant to Minute 68-16NDP (c) (iii) Jon Cowd has prepared a Pride in your Place logo, which has been circulated, members indicated their approval of the logo, the logo will required council approval before use.

### **66-16 NDP Report from the Chair**

- a) The Chair detailed the tender process undertaken, welcoming Neal Jillings from Jillings Heynes Planning: -

Neal Jillings left the room whilst the Chair detailed the council tender process.

The Chair explained, the scope of works was issued to six firms. At the meeting of the Finance and Personnel Committee of 31<sup>st</sup> October 2016, council appointed Jillings Heynes Planning Ltd to undertake the draft Torpoint Neighbourhood Development plan. The Chair reported the tender received from Jillings Heynes did not consider the aspirations of a draft submission by January/February 2017 as realistic and suggest that the document would require approval by the town council, prior to submission to Cornwall Council in June or July 2017.

The Chair welcomed Neal Jillings back to the meeting.

Neal Jillings thanked the town council for the appointment of the work and gave a brief synopsis of work and employment history undertaken to date. Distributing an agenda (Appended to the minutes) for this section of the meeting, Neal guided the steering committee on the proposed programme to draft the Torpoint Neighbourhood Development plan.

**The following points were noted:**

- It is "our" town plan
- The Vision for Torpoint has no status in planning decisions, although the work/projects documented within in will provide a strong focus for drafting the NDP. The 50 aspirational projects will enable initiatives to be given priority where appropriate
- This is an opportunity for the town of Torpoint to "set its own course"
- Neal will contact with Zoe Bernard-John (Cornwall Council) to clarify the steps required to take the draft document to Referendum and gain further insights and undertake close liaison with CC.
- There may be a requirement for a low key consultation, the form of which is to be agreed.
- The programme of agreed tender is until "Final moderation made to the NDP prior to submission to Cornwall".
- Clarification sought on lines of communication – this will be via the Deputy Town Clerk as the secretariat for the steering committee.
- Key tasks is to draft NDP, it will be a positively worded document, embracing change for the future.
- Tour required, date confirmed – see action below.
- A potential risk to the programme, this timescale is based on the assumption that a Strategic Environmental Assessment (SEA) will not be required.
- The External Examiner and the Referendum are key risks to a successful outcome.
- Next step – to have a focused steering group session to clarify the NDP framework
- The housing policy sub group offered to meet separately, prior to the main session.
- AOB – Neal Jillings explained he is in contact with a representative from the Homes and Communities Agency (HCA) who he understands have expressed an interest in the current Police station site. Neal Jillings offered the opportunity to arrange a meeting with the HCA and the steering committee/town council – see below.
- AOB – Neal Jillings explained there is a potential opportunity to achieve a South West Award in the RTPI Awards for Planning Excellence 2017 (see the link below)

[http://www.rtpi.org.uk/apex2017?dm\\_i=3ES5,C89W,3HB73F,179FE,1](http://www.rtpi.org.uk/apex2017?dm_i=3ES5,C89W,3HB73F,179FE,1). Members **recommended**

supporting an application by Clifton Emery Design, with support from Jillings Heynes for the most appropriate category in the RTPI Awards for Planning Excellence 2017 Awards.

**The following actions were agreed:-**

1. Chair to contact Chair of Rame Peninsula Neighbourhood Plan to gain insight into their experiences on the SEA - **Chair**.
2. Tour date confirmed 2pm on Tuesday 22<sup>nd</sup> November 2016, meet in the Deputy Town Clerk's office, please advise DTC in advance if available to be on the tour – **ALL**.  
Members **recommend** the Council fund a minibus to transport several members of the steering group and Neal Jillings around the town (approximate cost £50.00). Confirmed attendees: Gary Davis, Allan Glanville, John Osborne, Sheena Morton and Rachel Tanner BEM.
3. Steering group focused meeting/session 7pm on Tuesday 22<sup>nd</sup> November 2016, Committee Room to clarify the NDP framework – **ALL including councillors**.
4. Housing policy sub group meeting/session 4pm on Tuesday 22<sup>nd</sup> November 2016, Committee Room to detail work undertaken to date – **Housing policy group members**.
5. Homes and Community Agency – Neal Jillings, with the DTC, to arrange a meeting with the steering group/town council – **Neal Jillings/DTC**.

A question and answer session to Neal Jillings, included:

- Perception of the impact of Brexit on neighbourhood planning?
- Concerns expressed about the reliability of the Torpoint Ferry service and the impact on the town?
- Are there cost implications if a SEA is called for?

b) Rame Peninsula Neighbourhood Development Plan six week consultation period:-

i) The Chair explained the Rame Peninsula Neighbourhood Development Plan are currently undergoing their six week consultation period.

ii) The Chair detailed planning application PA16/08291 – The Garden Sports and Leisure Club, 10 Antony Road, Torpoint PL11 2JW - Redevelopment of 'The Garden Sports and Leisure Club', which was considered at the October council meeting. The Chair explained that the council's view that the proposed development is a prime location and could be the start of the redevelopment of the town. The council objected on the following points:

- the height of the property on the front elevation appears excessive
- There is inadequate parking for residents and visitors to the property.

In addition council requested the planning committee arrange a site visit.

iii) The Chair reported having recently attended a meeting where Alison Hernandez, the current Police and Crime Commissioner for Devon and Cornwall was present, declaring that an announcement on the Police facilities strategy would be released in January 2017.

iv) The Chair highlighted the very recent (today) announcement from the Defence secretary Michael Fallon on the rationalisation of the defence sites, which will see the closure of local sites and the possible relocation to HMS Raleigh, Torpoint.

### **67-16 NDP    Publicity/Correspondence**

a) Press release / Kernewek Link / Advertiser / Social media:-

The Deputy Town Clerk, with Clifton Emery Design, will draft a press release to publicise the awards – **action DTC**. Publicity for the award (ceremony is on Thursday 24<sup>th</sup> November in London) and future meetings to be added to social media – **action Lisa Hocking**.

b) Caradon Neighbourhood Watch – via email:-

The Chair has responded to an email from the group who are keen to be informed of any progress with the future of the Police station.

c) Neighbourhood Planning e-bulletin October 2016:-

Circulated and noted.

### **68-16 NDP    Report from sub groups**

a) Project Plan:-

Will require further updating following the appointment of the planning consultant and then circulated - **action Vice-Chair/DTC**.

b) Strategic Priorities:- (remove from future agenda)

c) Tidy Up Torpoint:-

In the absence of the Vice Chair the Deputy Town Clerk detailed an email with an update from Rob White – Vice Chair. Members were full of praise and admiration for the proposals, however were worried that the plans to “Tidy up Torpoint” should not detract from the role of the NDP steering committee. The following suggestions were proposed:

- The Great British Spring Clean, March 3<sup>rd</sup> – 5<sup>th</sup> 2017 is an ideal opportunity to undertake some planned project clean ups
- Use other meetings forums to take this forward, for example the Torpoint Town Partnership, the Friends of Thanckes Park – whilst keeping the town council informed as a possible resource facility.

### **69-16 NDP    AOB**

None.

### **70-16 NDP    Date of next meeting**

Monday 5<sup>th</sup> December 2016, 7pm, Committee Room, 4 York Road, Torpoint, Lisa Hocking submitted her apologies for this meeting.

### **OPEN FORUM**

None.

The meeting closed at 9.15pm.