



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a **VIRTUAL** meeting of the Steering Group for the Torpoint Neighbourhood Plan held via **ZOOM** on Tuesday 27th October 2020 at 4.00pm.

PRESENT: Councillor Gary Davis (Chairman), Councillor Ms Roz Baker, Sheena Morton and the Town Clerk - Milly Southworth (Clerk).

	ACTION
26-20 NDP Quorum It is agreed to proceed with the meeting, as Terms of Reference do not state minimum number of attendees for quorum.	
27-20 NDP Apologies for absence Apologies for absence were submitted on behalf of Councillor Mrs. Chris Goodman (Town Mayor), Councillor Miss Lisa Hocking, Councillor Keiran Moon, Councillor Miss Rachel Evans BEM (Deputy Town Mayor), Rob White and John Tivnan BEM.	
28-20 NDP Declarations of Interest relating to matters on the agenda None.	
29-20 NDP Minutes of the Steering group meetings held 3rd September 2020 The minutes of the previous steering group meeting held on 3 rd September 2020 were taken as read, confirmed and will be signed in due course.	
30-20 NDP Review the draft Site Assessment Report and its related draft tables and maps All members participated in the review of the over-arching Policies 1-3 from Section 5, and Site Specific Policies 1-3 from Section 6 of the draft NDP. There was in-depth debate about windfall and housing numbers. There was in-depth debate about The Northern Fringe. The comments from the consultant which will support the development of the Heritage Statement were noted. A letter/evidence record from the landowners giving support and consent for future development plans at The Northern Fringe would be beneficial. Action Clerk. Ensure the links with the Oil and Pipelines Agency (for the Thanckes Oil Tanks site) and Cornwall Council are continued to ensure any discussions about changes to the access arrangements to The Northern Fringe are undertaken in consultation with other partners. Other changes to the documents were noted by the Clerk, will action return of the same information to the consultants.	Clerk Clerk
31-20 NDP An update on the collation of Evidence The Clerk explained that work on the evidence spreadsheet is progressing. Councillor Baker explained that work on the Heritage Statement is progressing.	Clerk Cllr Baker
32-20 NDP Correspondence/publicity <ul style="list-style-type: none"> ➤ The website is to be updated – Clerk to action. ➤ The evidence will not be uploaded to the website until all the evidence is collated and agreed by the working party. ➤ A Facebook post is required to share an update of the work being undertaken. 	Clerk

➤ Charrette event – unfortunately due to current restrictions the planned Charrette event has been 'shelved' until 2021. The Chairman briefly explained that Cornwall Council will be opening up applications from Town and Parish Councils for Town Revitalisation Funding, which the Council may consider submitting an application for funding to. This could assist with the Lower Fore Street redevelopment opportunities.	
33-20 NDP AOB None.	
34-20 NDP Date of Next meeting To be advised.	

The meeting closed at 5.32pm.