

**NEWQUAY NEIGHBOURHEAD PLAN: WORKING PARTY MEETING**

**11am 17<sup>th</sup> January Ground Floor Marcus Hill**

**Present:** NTC: Joanna Kenny (notes)  
 CRCC: Claire Hurley; Amy Thurtle  
 Cornwall Council: Esther Richmond, Colleen O’Sullivan

**Apologies:** Dave Sleeman, Margaret North  
 Ghislaine Gwilliam, Sandy Carter, John Rainbow

ITEM	NOTES	ACTION
1	<p><b>QUESTIONNAIRE FEEDBACK</b></p> <ul style="list-style-type: none"> <li>• One last response had been received. Numbers look to be between 17 and 20% of resident households</li> <li>• Tracey would work on the analysis and produce a version to be published on the Website in January</li> </ul>	CRCC
2	<p><b>ADMINISTRATION</b></p> <p><b>i. Action points: (long outstanding)</b></p> <ul style="list-style-type: none"> <li>• Working Party Administration, TOR etc : Andy Curtis to progress at Planning Committee.</li> <li>• Still need Colan refusal letter</li> </ul> <p><b>ii. Basecamp Policies</b></p> <ul style="list-style-type: none"> <li>• Colleen had placed an updated draft policy document for review on basecamp following the policy review exercise by Joanna, Tracey and Colleen on 9<sup>th</sup> December</li> <li>• Agreed a meeting to be scheduled dedicated to Policy development – Claire to arrange</li> </ul> <p><b>iii. Budget</b></p> <ul style="list-style-type: none"> <li>• DCLG grant £2,400 had been received.</li> <li>• CRCC had provided an Actual vs Budget report – and a forecast for main spend expected in 2017 – still well within</li> </ul>	CRCC

	<p>the grants received and the money allocated by Town Council</p> <p><b>iv Website</b></p> <p>Following the Website meeting, updates had been agreed and mostly implemented. It was agreed that from now on regular ‘opening comments’ and other documents would update the website.</p>	
<p><b>3</b></p>	<p><b>SCHEDULE FOR PLAN PRODUCTION</b></p> <p>The schedule for Plan Production was reviewed. It was agreed more time required for policy development which would take the schedule across the March “purdah” date prior to Town and Cornwall Council elections – and the need for a newly election town council to be brought up to speed before they would be able to endorse the Plan.</p> <p>Accordingly it was agreed that the target date for the formal consultation would be the first Saturday after the election (i.e. May 6<sup>th</sup>, 2017) – and all other dates worked around that.</p> <ul style="list-style-type: none"> <li>• March 2016/April 2017 Plan Development <ul style="list-style-type: none"> <li>○ Draft Policy document set up on Basecamp and policies entered and developed as appropriate. Special areas that needed to be considered: <ul style="list-style-type: none"> <li>▪ Economy sites – Joanna had circulated the old Restormel list</li> <li>▪ CCMA: <ul style="list-style-type: none"> <li>➤ Meeting to be arranged with Dave Watkins, CC Environment Service to discuss: <ul style="list-style-type: none"> <li>❖ Logistics of declaring CCMA</li> <li>❖ New EA Maps</li> <li>❖ Policy to include buffer zone outside erosion line</li> <li>❖ Wording of policy to include changes over life of plan</li> </ul> </li> <li>➤ Proposition to Town Council to facilitate (i.e. provide secretarial support being progressed through Council the Town Council for all</li> </ul> </li> </ul> </li> </ul> </li> </ul>	<p>JK</p>

	<p>interested parties.</p> <ul style="list-style-type: none"> <li>➤ Coleen had reported some concern by Natural England on CCMA proposals – Coleen to set up meeting to resolve any issues</li> <li>▪ View &amp; vistas – it was agreed to adopt the approach proposed by consultant Tim Kellett (based on a St Austell precedent) of listing the areas but supported by a photo portfolio of the views concerned. In the Spring, would issue a press release calling for photos from the public. Would need a way of providing maps for public to illustrate where photos taken – could use Google Maps but would need to think how residents not on-line could contribute.</li> <li>▪ Design Policies – need to clarify with Tim whether adopting a Newquay specific guide or refer out to existing design documents. Tim would be contracted to update the Shopfront Guide document – but that could be post submission?</li> <li>○ Landscape Evaluation led by consultant Kath Statham. The majority of the documentation had been completed with a couple of areas to complete in January. A meeting had been arranged on February 2nd at which Kath would lead on the sensitivity to development final stage – and identify any policies coming out of this exercise.</li> <li>○ Need own Allocation document to identify share of Newquay and Quintrell Downs housing numbers - Claire to request numbers from Rob Lacey</li> <li>• January /April 2017 – write Draft Plan <ul style="list-style-type: none"> <li>○ Town Council would need to liaise with neighbouring parishes and statutory bodies – to be identified - CRCC provide list to Town Council (March?)</li> <li>○ Issue confirmation, analysis of supporting evidence , identify gaps</li> </ul> </li> <li>• Target date for formal 6 week public consultation on detailed proposed policies after CC election. May need SEA analysis at same time.</li> </ul>	<p>March W Party</p> <p>CH</p> <p>CH</p> <p>CRCC</p>
--	--	--

	<ul style="list-style-type: none"> <li>○ Events and communications – £2,000 budget <ul style="list-style-type: none"> <li>▪ Initial Event to announce Consultation – on a Saturday evening. Needs to be announced beforehand = Sports Centre?</li> <li>▪ 4/5 events in different areas over 5 weeks – both day and evening? Maybe coinciding with Residents Association meetings</li> <li>▪ At least One Saturday all day drop in – Newquay Centre?</li> <li>▪ Venues Newquay Centre, Cinema, Sports Centre?</li> <li>▪ Specific liaison with Stakeholders, BiD etc</li> </ul> </li> <li>● Submission to Cornwall Council (5 months minimum) <ul style="list-style-type: none"> <li>○ July 2017 - submit Plan to Cornwall Council &amp; check compliance</li> <li>○ July Statutory consultation</li> <li>○ August/September Examination</li> <li>○ Review Examiners results October</li> <li>○ November :Notification of Referendum</li> <li>○ Late November/Early December 2017 Referendum (coincide with Community event if any</li> </ul> </li> </ul>	<p>NTC/CRCC</p> <p>CRCC</p>
<p><b>4</b></p>	<p><b>SCHOOLS LIAISON</b></p> <p>Youth Referendum put back to an appropriate date in the Spring term, which would match consultation period.</p> <p>A joint project being set up between students of Tretherras and Treviglas academies, had met in December A summary of policies (so far) to be provided to the School teams</p>	<p>CH</p>
<p><b>5</b></p>	<p><b>STEERING GROUP :</b> It was agreed to schedule the next Steering Group towards the end of March, date to be scheduled after the next Working Party</p>	
<p><b>6</b></p>	<p><b>NEXT MEETING</b> Normal third Thursday of month at 11am not convenient – in the light of several working meetings scheduled January/February – schedule March 2<sup>nd</sup> for next date</p>	<p>JK</p>