

Minutes of a Meeting of the Mawnan NDP Steering Group held on 22 January 2018 in the Bowling Club, Mawnan Smith

Present: Terry Damer (Chair); Dennis McQuillan (Sec); Jackie Whibley, Richard Martin, Peter Stokes (Treasurer), Carrie Gilmore, Jon Holt, Georgena Morris, Rodney Greenhalgh

Apologies: Graham Marsden, Mick Hartley, Rex Sadler (received later), Melissa Mercer (Social Media)

Also Present: Cllr Peter Bradley

The meeting opened at 7.00 p.m.

1. Minutes of Last Meeting

The minutes of the Progress Meeting held on 13 December 2017 had been circulated to the Steering Group (SG), and posted on the Parish and NDP websites. There were no changes required; they were accepted and signed off by the Chair as a true record.

2. Matters Arising

a. Finance. The Treasurer reported that Locality, the funding body, had placed a deadline for submission of funding claims at 25 January 2018 to ensure expenditure by 31 March. Although a quote for LCA training was available, a quote from CC Support Services could not be finalised for the Pre-Questionnaire as the questions to be asked had still to be agreed. It was agreed that we should seek funding for the LCA training (£385) which was scheduled for early March. The terms of the follow-on funding from April 2018 are not yet known. Provision may be required for a Housing Needs Survey at £970 for a postal one – considered essential to ensure complete coverage of the Parish. An email or web-based survey would not be complete. Item 4 of the agenda – Funding was subsumed by the above.

(Sec's note: After this meeting, Locality had reminded us that the minimum grant application should be for £1,000. Therefore, a new funding application would be made in late March to cover costs from 1 April 2018 onwards.)

Richard Martin agreed to liaise with other NDP groups to determine whether they had similar funding issues.

Action – Treasurer to draw up a new funding bid for mid-March 2018.

b. Identity Badges. Jackie Whibley had sought a professional approach to name tags. However, scale and cost mitigated against this. Self-help would be adopted.

Action - Jackie Whibley agreed to continue to progress the matter.

c. Working Gp Member. Simon Sheldrake had joined the Business Group.

All other actions had been completed.

3. Pre-Questionnaire Design and Distribution

The Chair had asked SG members to formulate 3-5 questions that might be put to the residents in the pre-questionnaire (PQ). He had put together his own thoughts on what should be covered in the PQ and these are at Annex A. In a discussion period other comments were collected and these are replicated at Annex B.

4. Working Group Progress

a. Landscape Character. As reported above training would ideally take place in March with a view to submit a draft by June 2018. A request for additional field assessors had been forwarded to Melissa for the February Newsletter.

b. Business. Carrie welcomed the addition of Simon Sheldrake to her WG. Work continued to refine the business database. Of note there was potential duplication of effort with the Leisure & Tourism WG. However, this had been identified and co-operation between the relevant groups could resolve the action to follow.

d. Environment and History. Georgina had held a meeting with her group to determine questions for the pre-questionnaire. These drafts would be forwarded to the Chair for consideration.

e. Leisure and Tourism. The WG had held a further meeting on 15 Jan 18. Regrettably, Jilly Frank had stood down. The groups databases had been almost finalised. The Sec held the most recent copy. There was a clear need to cross refer to the business WG. The overlap with Carrie's sector is Trebah, FBI, and Red Lion, in terms of her initial communication. We see the hotels as being more Carrie's sector when it comes to any matter of contacting them. We need to agree as an NPD team how we collate our enquiries, preceding the March survey to the public. A potential contact list is at Annex C. Initial conclusions for the Leisure and Tourism group would seem to be that Mawnan is blessed with a very wide range of leisure activities and tourist attractions that suit a wide demographic spread, and abilities. These make the parish a desirable and wonderful place to live and to visit. If the NDP can help these to thrive and remain accessible to as many as possible in the future then we will be serving the parish well. The group do not see it as their role to point out any potential gaps or omissions in what the parish offers: these would be evident from the results of our continued engagement with the community and the survey results.

f. Housing. Jon Holt provide a very comprehensive briefing on housing matters that could influence the NDP process. His speaking notes are at Annex D to these minutes. To determine whether a Housing Needs Survey was necessary he asked that the question "Do you consider that you have a housing need for dependents in the period up to 2030?" be put to residents in the pre-questionnaire. He stressed the need for everyone in the Steering Group to have access to the Cornwall Local Plan. The Chair asked the Treasurer to purchase 10 copies. It was also reported that Penryn NDP had held a public meeting on housing at which they had shown land which had been designated as SHLAA and had considered the impact of development in those areas.

Only 3 members of the public attended; it is hoped that we could achieve better at our next public meeting. Jon commented that Traveller sites were an aspect of the Local Plan and that Constantine had recent experience of uncontrolled activity in this sphere. A question on the topic should be framed for inclusion in our questionnaire. Finally, he confirmed that a Settlement Boundary survey would not be required.

g. Design. Rodney Greenhalgh had been working closely with JH to familiarise himself with the role.

h. Amenities. The Chair commented that this WG did not yet have a leader. We may need to absorb consideration of amenities into our other WG activity. This may become clearer after the results of the pre-questionnaire were known.

5. Media Update

In her absence Melissa had asked for her notes to be brought before the meeting. They were not discussed but are reproduced here for information.

- Seek content for next newsletter.
- If we want to introduce the working groups, their leaders and what they do etc it would be nice to have a photo for each group- whether it be the person leading it (I think this may be best) or something relevant to the group.
- I still haven't put a sign up box on the website- for the newsletter or for our social pages so I still need to look into that.
- The sign up (to emails) form for Anna to email to the school is the same as it was in my email prior to Xmas: <http://eepurl.com/deWZAX> so that can be actioned.
- I will update the database as per the lists Dennis sent.

- When you have your survey questions let me have a copy and I'll get the online survey set up.
- If you have any polling questions you would like me to put out on the FB page then I can do that.
- I will also add an email sign up to the FB page.

6. Data Protection 2018

The new data protection regulations are termed the GDPR as promulgated by the EU. These are still under review by the UK Government who will, in time, pass a Bill to bring them into law. We should await further direction by the Parish Council who will have to draw up their own protocols. In the meantime, the Sec will act as a sub data controller, develop a log of personal data held, how it was obtained and why we hold it, and whether we have passed data to a third party and for what use. As long as we are careful with the acquisition and transfer of personal data under current guidelines we should not have a problem.

7. Any Other Business

a. Liaison. Richard Martin asked whether the scope of his liaison with other NDP groups should be on a local or county-wide basis. It was agreed that local liaison would suffice.

b. Next Meeting. The Chair expressed his hope that we could attract a large number of residents to the next meeting by providing, in addition to working group progress reports, interesting presentations. The Sec advised that he had confirmed with the CC Landscape Architect a 15 minute presentation on the LCA and its place within the NDP. Jon Holt confirmed that he could provide a presentation on Housing. The Chair hoped for the widest possible publicity. It was agreed that "road boards" should be deployed.

8. Date of Next Meeting

The next NDP Steering Group Meeting is scheduled for Monday, 19th February 2018 in the Bowling Club at 7.00 p.m.

T Damer

Chair

Mawnan NDP Steering Group

25 January 2018

THOUGHTS FOR INITIAL SCOPING SURVEY

Pre-launch of questionnaire:

1. Allow at least 4 weeks notice of its launch
2. Promote through parish and NDP website, notice boards, Farmers' Market, newsletter, leaflets handed out at village events, emailing by other village interest groups
3. We need to consider whether questions are answered by one respondent, or make provision for answers by more than one person.

Post results

1. As the NDP concerns the community the results of the survey should be made available as soon as possible on the website and in the newsletter
2. Announce winner of prize draw (assuming permission is given)
3. Make the results the subject of an open meeting

Introduction

Re-introducing the NDP, and explaining the purpose of the following questionnaire. This should make clear:

Structure of NDP – independent of, but conducted on behalf of, the Parish Council

Objectives of the NDP, e.g.

-To ensure that the parish of Mawnan retains its character and attractiveness as a place to live, and for visitors to enjoy

-To engage the whole community in decisions that affect the future of the parish

-To ensure that the housing needs of the resident population are met through the provision of affordable homes for the younger generation, and suitable retirement homes for the elderly

- Suggested slogan similar to:

If you love your parish, you love the people in it and want to provide homes for them to live in at every stage of their lives

Why the information is being collected and what we will be doing with it

Who will have access to it for the purposes of analysis

Who should complete the questionnaire

Who to contact with any queries or concerns

What to do with the questionnaire when it is completed

Date to return it by

Incentive draw for completed questionnaires (e.g. dinner for two with a bottle of house wine at Casa Juan)

Explain why a high response rate is essential

Reference to data protection – to be detailed at end of questionnaire

Thank them for taking part

Suggested question subjects:

In your own words tell us:

What makes Mawnan special?

What is missing from Mawnan?

What would you want to change in Mawnan?

Your fears for the future of Mawnan

Identity

- How would you describe Mawnan's identity?

Landscape

- Is the designation of the parish as a national Area of Outstanding Natural Beauty (AONB) important
 - To you as a resident Y/N/DK
 - For visitors and tourists Y/N/DK
- Do you agree that the designation as an AONB carries a strong duty to preserve the landscape? Y/N/DK
- Should new residential and commercial development be allowed on sites that
 - Are situated on the skyline Y/N/DK
 - Are visible from the coastal path Y/N/DK
 - Are visible from Falmouth Bay or the Helford Y/N/DK
- Do you think any future development in the parish should be in keeping with the existing landscape and character setting? Y/N/DK

Heritage

- Which heritage and cultural sites in Mawnan are important for you?
- Should such sites be celebrated with appropriate signage and markers Y/N/DK

Housing

- What do you think Mawnan's housing needs are?
- Is there a need for large-scale housing development of 10 or more dwellings? Y/N/DK
- Should your NDP allocate sites for affordable housing to meet local needs? Y/N/DK
- Should your NDP allocate sites for housing for sale on the open market? Y/N/DK
- Should new open market housing be restricted for sale only as main residences? Y/N/DK
- Should your NDP allocate sites for sheltered housing for the elderly, or residential care homes? Y/N/DK

Building design

- Do you think your NDP should aim to protect and enhance the quality of the built environment by promoting the following:
 - Design that respects the scale of the existing surrounds
 - Minimum standards for living space in dwellings
 - Use of traditional local building materials
 - High levels of energy conservation in new buildings
 - Green spaces within settlement areas
 -

Economy

- How could Mawnan's local economy be promoted and encouraged?
- Should your NDP make provisions and allocate sites for commercial development and employment?
- Should the following be encouraged around the parish to promote jobs and economic development?
 - Agriculture/horticulture
 - Small businesses in workshops and studios
 - People working from home
 - High-tech companies
 - Retail and service businesses
 - Tourism development and attractions
- Should your NDP encourage tourism?
 - If so, what is required
 - More holiday lets
 - More B&B accommodation
 - Hotel/Inn accommodation
 - More water-side facilities

Green space

- What kind of green and outdoor space would you like to see in Mawnan?

Leisure

- Could you list the community leisure activities you participate in, such as clubs, social events, sporting activities, talks and lectures etc.
- Is there a leisure activity that is missing or could be improved?
- Would you be in favour of allocating a site, or developing an existing site, to provide new or better facilities? Please suggest where.

Traffic and transport

- Do you think the provisions for transport (private and public, parking and speed control) are currently adequate within the parish?
- Will they be adequate for the traffic they may carry over the next 20 years
 - Are they currently safe to use? Y/N/DK
 - If not safe, specify where.
- If not, do you think this lack of long-term capacity should limit the expansion of development in the parish? Y/N/DK
- If you consider that traffic in the parish is a problem, what would you suggest your NDP should do to improve the situation?

Community services and facilities

- Do you think the mobile phone and internet services are adequate to meet the needs of the
 - Domestic, or
 - Business community within the parish?
- How often do you go into Mawnan Smith village to use the key facilities
 - Shop
 - Post office
 - Café
 - Hairdresser
 - Surgery and pharmacy
 - Garage
 - Restaurant
 - Pub
 - Charity shop
 - Electrical shop
 - For the above allow respondents to choose a range of pre-set occasions
- Could you suggest additional services or facilities that your NDP should encourage to set up in the parish, or improvements to existing services and facilities

Sustainability

- Do you think we should make provision for more renewable energy sites within the parish?
- If so, would you support:
 - Commercial wind turbines Y/N/DK
 - Domestic wind turbines for individual homes Y/N/DK
 - Solar panels on designated fields over agricultural land Y/N/DK

Questions designed to elicit opinion on what are the most important issues the NDP should address

- From the following list(s) please tick the THREE most important issues you believe your NDP should address:
 -

Questions designed to demonstrate answers are representative of the population

1. What is your postcode?
2. How many people, including children, normally live in your household?
3. Please enter the number of people in your household in each age group
 - a. 0-18
 - b. 19-25
 - c. 26-49
 - d. 50-69
 - e. 70-84
 - f. 85+
4. Which of these age groups do you belong to?
5. Are you answering on behalf of yourself only, or the whole household?

Data Protection

- Explain what will be done with the answers, and how the returned questionnaires will be protected
- That no personal data will be retained without the approval of the respondent
- No answers given to the questions will be associated with an individual respondent
- How to unsubscribe if you have given us your email address

Appeal for more people to join the NDP process

- To deliver leaflets etc. door to door
- To join working groups – give examples
- To attend meetings and encourage others to do so as well

Provide your contact details if you are willing to take part, even in a small way, with the NDP

- Name
- Phone number
- Email address

STEERING GROUP PROGRESS MEETING

22 JANUARY 2018

Comments on “Thoughts for the Scoping Survey”

- At end of survey, appeal for assistance?
- Return alternatives, Freepost but also local post boxes
- Deadline v incentive
- On-line survey, would prefer to add it to engagement if issues can be resolved
- Business group
 - Seek current employment data
 - Get data on travel to work or college
- Amenities
 - Consider the ‘active elderly’
 - Also the ‘fit young’
 - Call it ‘community services’ rather than ‘facilities’
- Leisure and tourism
 - Does over exposure create too much traffic
 - Or congestion?
 - Footpaths, are they sufficient and well maintained?
 - Promote safer paths
- Design and quality
 - Can we influence living space?
 - Or exterior appearance?
 - Does it apply to building conversions, barns etc
- Housing
 - <5, 5-10 but not more than 10
 - Use of word “allocate” to be avoided
 - Impact of section 106 or CIL levy for parish infrastructure
 - Current rate of property development
- Environment
 - Identify wildlife special sites
 - Do we refer to climate change?
- Heritage
 - Importance of heritage sites

Annex C to

NDP Minutes 22 Jan 18

The Leisure & Tourism WG agreed that the range of organisations/ attractions they would want to contact were:

WI: number of members and trend, member concerns, any issues arising (e.g. parking), improvements they would want to see

Glendurgan and Trebah gardens: Visitor numbers with trend and forecast, coach numbers and how are these managed? In both cases, how will any increases be managed? Any concerns, what's needed to help the attractions thrive? Numbers employed and on what basis, and how might this trend forward? For NT, any plans to open other attractions in the parish e.g. Carwinnion house and/or garden?

Red Lion/ FBI/ Cornish Maid: any concerns? What'd needed to help these businesses thrive?

Bowling Club/ Football Club: member numbers and trend, demographic profile, any concerns, what's needed to help the club thrive?

Helford River Boats: how is the business doing, any concerns, what's needed to help the business thrive?

St. Michael's Church: trend, demographic profile, any concerns?

Mawnan NDP Housing Working Group

Update 22/01/18

Introduction

I have been trying to establish where we are at the moment, by understanding the issues and policies and working towards some definitive base data that we can rely on when formulating our policy towards housing in the NDP.

There is a vast amount of information to be digested, I have tried to cover as much as I can but I am not an expert in the field and therefore E&OE (Errors and Omissions Excepted)

1. Meetings

1.1 23/11/17 Tim Brooksbank.

1.2 29/11/17 Rodney Greenhalgh.

1.3 15/12/17 Sarah Furley, Group Leader Neighbourhood Plans Cornwall Council with Tim Brooksbank.

1.4 10/01/18 Sarah Roberts, Senior Development Officer Affordable Housing Team Cornwall Council.

1.5 23/01/18 Working Group meeting with two more members added.

2. Principal documents relevant to Mawnan NDP housing

2.1 Cornwall Local Plan Strategic Policies 2010- 2030.

2.2 Housing Statement Guidance (part 1) Determining Your NDP's Housing Target.

2.3 Commitment and completions of housing in Mawnan from 2010 to date. JH commentary.

2.4 Map showing where 2.3 above are located.

2.5 Guidance on NDP development Boundaries.

2.6 Principal Residence Policies in NDPs.

2.7 Mawnan NDP Response Affordable Housing.

2.8 Population data from 2011 census – circulated to Steering Group on 11/01/18

3. Analysis

3.1 The effect of the Local Plan Strategic Policies

- Strategic Housing Market Needs Assessment resulted in 52,000 houses being required for the whole of Cornwall by 2030
- Because of number already built, Mawnan's target as determined by 2.2 above and as part of the 52,000 is ZERO
- This does not mean ZERO houses to be built before 2030 as it is a baseline not a limit
- "But it does suggest that Mawnan could satisfy housing need without allocations, through infill and rounding off and exception sites if there is further affordable housing need". Sarah Furley. I agree.
- No need to allocate sites, potentially very contentious and not a requirement

3.2 Other relevant consideration to Mawnan (2.1 Policy 2a)

- AONB whole of our parish. However, 30% of Cornwall is in AONB.
- Rural – this matters in planning terms
- Existing sites
- Infill
- Small scale rounding off
- Development of previously developed land
- Rural exception sites

3.3 House built since 2010 – see 2.3 and 2.4

- 73 completions
- 15 under construction
- 25 with planning permission but not started (2 affordable)
- Of 73 completions 31 affordable (16 rented and 15 sold)
- NB these are CC figures and I would say 95% accurate there are issues with data lag.

3.4 Affordable Housing – see 2.7

- Current need is 19; 10 x 1 bed, 6 x 2 bed, 1 x4 bed and 2 x 5 bed
- Even after Lowenna Fields has been occupied per Sarah Roberts
- Policy is 70% rented 30% sold
- New Motorway effect
- Housing need v housing demand
- Housing Needs Survey – do we believe there is latent demand not registered with CC? Cost £982.00 benefit?

4. Population – see 2.8

- 877 household on the electoral roll (estimated 2017)
- 1,517 people (estimated 2016)

5. Issues to discuss at the Steering Group and potential questions

- Size of developments – numbers of houses in total
- Up to 5 – no S.106 equivalent
- Supported living? Downsizing?
- Second homes policy – unnecessary?
- Development boundary – very political and not a requirement
- Holiday letting – is this an issue?
- The role of the Working Group – present facts or give input? Many NDPs have framed questions – should we?

6. Other interesting stuff

- Everyone should read the Local Plan
- Gypsy sites
- Wind turbines
- Minerals
- Meudon farm – contrary to Policy 3

Jon Holt

22/01/18

