

**BUDOCK PARISH COUNCIL NEIGHBOURHOOD PLANNING**  
**STEERING GROUP**  
**MINUTES OF MEETING – Tuesday 6<sup>th</sup> March 2018**

**Held at Budock Village Hall**

**Present:** David Heritage, Peter Fairbank, Peter Dudley, Peter Grounds, Ivan Davison Hilary Innard, Karen Wilshaw, Nina Hann

**New Volunteers:** Elizabeth & Peter Hick, Mark Quilter, Hilary Crewes, Diane Cordon, Bev. Stratton, Sean Stratton.

1. **Welcome and Apologies.** Apologies from Eileen Bennet. David Heritage Chair, welcomed the Group and introduced the new Volunteers, as above, and thanked them for attending the Meeting.  
He gave a brief introduction informing the Group that the NDP had been in existence for 14 months and now had its own Web page and Facebook site. A Questionnaire had been sent out to 700 Households and there have been approximately 160 responses. The main issues from the analysis of the Questionnaires were:
  - i) The rural nature of our parish and the importance of maintaining the green buffer zone between Budock and Falmouth, retaining green spaces, footpaths and our archaeological heritage
  - ii) Housing – needs, numbers, type of housing and location.

David referred to the fact we had helpful input from other Neighbourhood Development Plans, namely Feock and Mawnan Smith and help from Sarah Furley from Cornwall Council on analysing the Questionnaire responses and moving forward. He also mentioned the Cornwall Council Support Services and pointed out that we are now gathering information and evidence to support our plan.

2. **Minutes of Meeting held Monday 5<sup>th</sup> February 2018.** Peter Fairbank had obtained a copy of the original Kerrier Draft Settlement Boundary Plan and had forwarded it to Pete Dudley and Nina Hann.  
David has been working on Housing and has begun the introduction to the Plan.  
Pete Dudley has arranged with County to have time to work on the Landscape Character Assessment of Budock and will be able to use County services.  
He has procured display boards which will be stored in the Village hall for the Community Consultation event in the Spring.
3. **Update: Landscape Character Assessment.** Pete Dudley had obtained Maps

of Budock from County records showing various aspects of the Parish including area landscape topography, footpaths and bridle paths. He had also obtained summary statements from the 2013 National Planning Policy. He discussed these documents which showed the Parish was rural park land with trees broken, up by Budock village and small areas of settlement. There are 6/8 working farms with agricultural land covering most of the Parish, with some woodland criss-crossed by paths. The reservoir and streams are significant features.

Peter Fairbank had obtained the Kerrier document showing the Budock Settlement boundaries.

There was discussion amongst the Group about planned development already under review and possible challenges to the Green Buffer area between Budock and Falmouth. It was agreed that photographs needed to be taken showing strategic landscape features and more work needs to be done to gather environmental information and field work surveys to record the local landscape character.

**ACTION: i) Pete Dudley to continue his research and start writing up the Landscape Character Assessment Policy.**

**ii) Mark Quilter (Volunteer) to work with Pete and take photos of valued Landscapes and features.**

**iii) Volunteers to continue with Stile Recording evidence (Nina, Hilary Crewes and others.**

- 4. Update: Housing Numbers (DH)** David referred to the Meeting with Sarah Furley and discussion on housing numbers and the character and type of housing we require. A County Housing Guidance Statement has already been circulated to the Steering Group. According to Cornwall's Local Plan Housing Target, Budock only requires to build 11 houses. However, according to Home Choice and the Affordable Housing Department Budock would need an additional 38 houses built for a proportion of affordable houses. David is trying to get clarity on housing figures. Discussion took place on locations for building and types of housing. Questions were raised regarding how and where affordable housing could be built and would local people benefit from them.

**ACTION: i) David (Chair) to continue to follow up the housing Policy.**

**ii) Sean Stratton (Volunteer) to contact Cornwall Housing Department to find out more about housing number figures.**

**iii) Nina to distribute County Documents - Housing Statement Guidance, Budock Affordable housing, Local Insight profile for Budock Area.**

David informed the Group that he was gathering evidence to start writing an Introduction to the Plan, using the County template and following the North

Hill Neighbourhood Plan which was approximately 20 pages, including Vision Statement, Introduction and Policy statements on Green spaces, the Community, Housing and Renewable Energy. David considers this Plan to be a useful example for our Parish.

**ACTION: i) David to continue with writing Introduction and Vision Statement for Draft Plan.**

**ii) Sean and Bev. Stratton (Volunteers) to help David write the Draft Plan using the County Neighbourhood Planning toolkit and the North Hill Plan Example.**

5. **Further Community Consultation:** Discussion took place on Community Consultation. It was felt that we needed to keep the momentum going and hold a an NDP Open Day event at the Village Hall with displays of information, photographs, details of Draft Plan and other material evidence appertaining to the NDP. Members of the Steering Group and Volunteers would be available through the day to answer questions and encourage visitors to leave comments. Perhaps on stick-on post-it notes.

It was agreed that we should provisionally book **Saturday 26<sup>th</sup> May** for the Community Consultation NDP Presentation Event.

There was also a suggestion that we could arrange a Charity Walk to enhance Budock Village Profile.

**ACTION: i) Pete Dudley to store display boards at the Village Hall for Presentation Event.**

**ii) Steering Group and Volunteers to help in preparing Presentation Materials, Maps, Photographs etc for the Event.**

6. **Any Other Business** Discussion took place about distributing NDP documents to New Volunteers and responding to their offers of help.

**ACTION: Nina to distribute relevant documents and information to Volunteers.**

7. **Date of Next Meeting      Tuesday 3<sup>rd</sup> April 2018**