**Penzance Community Link Forum Meeting**

Held at 7:30pm on 3rd January 2019 at the Penzance Town Council offices

**Attendees**

Susan Stuart (SSt) – PZNP

Katherine Uren (KU) – Gulval

Peter Kingston (PK) – Eastern Green

Nigel Davis (ND) – Newlyn, Mousehole

Dick Cliffe (DC) – PZ Town Mayor

Stephen Reynolds (SRe) – Heamoor

Jane Lambert (JL) – Heamoor

Bonnie Jackson (BJ) – Heamoor/Alverton

Karen Baker (KB) – PZTC Alverton

Sue Rogers (SRo) – Paul

Caroline White (CW) – East Penzance

Tim Pullen (TP) - Mousehole

1. **Apologies**

Georgina Thorne, Sue Bosworth

**2 Notes from Last Meeting**

 Signed by DC as a true and accurate record after minor changes.

**3 Actions**

* + Penzance drop-in venue availability – BID Manager Jess Morris has agreed we can use the new Community Hub (No1 Causewayhead) on Saturday 15th along with the previous M&Co site. **Complete.**
	+ SSt to draft Penzance Centre – **ongoing**
	+ WAC in Treneere have an open day on 13th Dec,SSt to attend with info for Liz Lewis.  **Complete.**
	+ SSt to work with Trisha Hewitt to produce short exec summary for handouts – not an immediate action, **ongoing, to be drafted and sent round for comment.**
	+ DC/SSt to find graphic designer. SSt has spoken to designer who did previous mailshot, **meeting him with Keith Bell & Trisha Hewitt**
	+ Lavigne Lonsdale sending redacted version of spatial study to SSt to upload on CLF Dropbox. **Complete and uploaded to Dropbox.**
	+ SSt to have more flyers/posters printed. **Ongoing.**
	+ JK to change “Expo survey” to “Neighbourhood Plan survey” on Survey Monkey/Facebook/Website. **Complete.**
	+ SSt to speak to James Hardy/Sarah Furley re. a good example of a Sustainability Appraisal section we can look at. **Complete, Sarah Furley looking for an example.**
	+ KU to advise SSt on ownership of Ponsondane Field re. Jelbert family. **Ongoing.**
	+ SSt/DC to look at Newquay’s Coastal Change Management Plan. **Ongoing.**

**4 Update on Community Engagement**

 **(a) Drop Ins**

 PZ Town Centre drop-ins deferred until next month, SSt to liaise with Jess Morris to organise this and to send out survey beforehand for comment. Mousehole meeting on 14th January; SSt will present outcome of their consultation and Parish-wide questionnaires at this and hopefully put a consultation group together. TP – we definitely want people to be engaged but it must be in a positive, constructive way. The Forum agreed that the role of community volunteers was to represent the community and ensure its views were captured, not represent their own interest.

 **CW/SSt to discuss the best way to promote engagement in Treneere.**

SRe – Heamoor questionnaire is being drafted and will be discussed with Heamoor group and fed back to CLF group. JK to then put online.

 BJ – Do we need to re-survey Alverton as it borders Heamoor as they interlink? The Forum agreed that Alverton had been engaged since the start of the process and further consultation was unnecessary at this stage.

 **(b) Schools**

 No update.

 **(c) Public Meetings**

Newlyn – Engagement with the community was weak and the current focus on Harbour development plans may be acting as a distraction. There were plenty of issues that needed to be addressed in the Plan. ND waiting for John Lambourne to respond, ND to chase. The meeting would ideally take place in a couple of weeks’ time with consideration to be given to the state of tide as that affected whether fishermen were free to attend. NP meeting could be scheduled to follow a briefing of Newlyn Harbour plans as this topical issue would drive up attendance.

 **Action: ND to chase John Lambourn**

**5 Data Analysis**

Data analysis is up to date but there would be ongoing work as survey responses are returned. KU – what is Timescale for Heamoor questionnaires? Answer: ASAP. Deadline to be put on survey.

**6. Status of our Neighbourhood Plan.**

A Council planning case officer had stated that the developing NP was not in an advanced stage of development when it was referred to on the 18th Dec at the Western Area Planning Committee Meeting. The actual wording used was “PZNP is not at advanced stage or preparation and therefore cannot be given significant weight.” SSt had emailed Sarah Furley and will call her tomorrow as she felt Cornwall Council were in possession of a substantially complete draft plan. The NP web site had not been recently updated and it was agreed the website needed to be updated. KU pointed out it was important that the Neighbourhood Plan and the Expo are kept separate in the eye of the public and not conflated (DC: the NP is not about the big projects presented in the EXPO).

**Action: JK to update the web site on NP status.**

**7. Second Homes.**

Members discussed the complex and topical issue of second homes and the extent to which the PZNP should emulate the St Ives NP which severely restricts the building of new residential property unless for full time occupation. Second homes were a pressing issue in Mousehole and a rising concern in Newlyn. There was speculation that Penzance would become a growing focus for second homes during the life of the Plan. Restrictions on the building of new second homes needed to be supported by evidence. Census data (an important source) was now 7 years out of date and with the removal of Council Tax discounts for second homes, there was no easy way to measure the incidence of second homes in neighbourhoods.

Second home owners who let their properties commercially typically registered for business rate and were entitled to Small Business Rate Relief (currently 100% for valuation under £12,000). DC offered to work with local Cornwall Councillors and Cornwall Council to see what current statistics were available from Council Tax and Business Rate records on a neighbourhood by neighbourhood basis (by post area). Council Tax accounts where the correspondence address is different from the billing address were an example of a potential indicator of use as a measure of second home incidence.

TP – Mousehole residents are generally concerned at the effects of second homes on the community according to survey data. Can we do a survey street by street on second homes in Mousehole using volunteers? It would also be useful to have statistics on comments received about second homes in questionnaires.

KU – St Ives’ example policy and explanation behind it in particular is incredibly useful as a reference. SSt – need to decide where green buffers will be and where affordable housing could go for Newlyn/Mousehole/Paul etc. Andy Beard is going to facilitate a meeting in Mousehole once interested parties have been identified. KU – The Paul Action Group is a good model to follow elsewhere (a ‘task and finish’ model) as it effectively retired after completing the Paul input to the PZNP. TP – some Mousehole residents have mis-understood their role. It was agreed it would be useful for a member (s) of the Paul Group to explain how they completed their task at the 14th Jan. meeting.

**Action: DC to pursue second home/self-catering unit stats with Council.**

**Action: JK to amalgamate second home comments and stats and resend.**

**Action: KU/TP to discuss housing sites/green buffers after Village Meeting.**

**Action: SSt to liaise with SRo re: Paul participation in Mousehole Mtg (14/1).**

**8. Plan Structure and Drafting**

SRe has distributed guides to Neighbourhood Plans re. sustainability as discussed at last meeting and met with Rachel from Plastic Free Penzance. Very keen on upcycling/recycling. Possibility of electric vehicle fleet which would help with town centre congestion. However, if this is outside the Parish it cannot be included in the Neighbourhood Plan (although we can refer to other Neighbourhood Plans and express support). KU – we need to clarify what we can do regarding policies/planning issues outside the Neighbourhood Plan designated area. How exactly can the Neighbourhood Plan influence this? DC – we can identify this as a constraint on certain kinds of use which gives it legitimacy.

CW – was anything taken forward regarding a recycling centre? SRe – there are community projects such as the community composting scheme in Newlyn currently being put in place, and we can add these into the Plan. Larger solutions can also be explored. CW – there used to be a recycling centre at the bottom of Gulval but this wasn’t a suitable location. SRe – it would be good to have this but where to locate it is a problem.

**All members to provide SRe and JL with their local input on natural environment draft section. Ongoing action.**

There were alternative views expressed by those drafting policies (KU, SRe) about how to tie in with the Local Plan policies and national policies. KU – Including Cornwall Local Plan policies as background information for important issues is useful and can then be expanded upon with content in the Neighbourhood Plan. SRe – to lead each section on what is already decided may be off-putting as it makes it clear that a lot has already been decided. KU – identify in the PZNP what is important and then explaining what is already in place in Local Plan and national policy logically leads to what PZNP needs to add. DC - linkages with existing higher policies gives legitimacy to the issue to solved and justification for specific targeted measures in the PZNP. JL – need to make sure Neighbourhood Plan doesn’t come across as a gloss on the Local Plan and stands on its own.

The Natural Environment section needs to cover the coastal erosion which was due for discussion at the next Penzance Placeshaping Meeting (8 Feb). SSt recommended leaving this out of the section for the time being. SSt/DC also need to look at Coastal Change Management Plan. This section can be added as a discrete section later. KU expected to have the proposed structure complete within next 10 days.

**Action. SSt/DC to discuss coastal management issues and PZNP coverage.**

**9. Next Steps**

SSt to get additional information out and sort Town Centre drop-ins. KU to finish structure then SSt to begin drafting.

**10. AOB**

 None

**Date of Next Meeting: 17th January 2018, 7:00pm**