

GWINEAR-GWITHIAN PARISH COUNCIL

THIS IS TO NOTIFY YOU THAT a Special Meeting of the Parish Council to be held on **Tuesday 19th February 2013** at **UNIT 3 BOSPROWAL FARM BUSINESS UNITS, PENHALE ROAD, CARNHELL GREEN** commencing at 7 pm.

Dated 14th February 2013


Mrs Vida Perrin, Clerk to the Council

- 1. Routine matters**
 - a) Safety Procedure
 - b) Apologies for absence to be received and approved.
 - c) Members to declare personal and prejudicial interests (including the details thereof) in respect of any items on this Agenda.
 - d) Public Participation - Observations raised by members of the community are welcome regarding the items noted on the agenda. Any other matters raised either in person or in writing will be noted during this period and may be included for consideration at a future Parish Council meeting.

- 2. To receive a report on the way forward - neighbourhood planning**

- 3. To accept the grant of £5000 from Locality**

- 4. To approve the design study brief for Gwithian Towans**

- 5. To approve the tender process**

Neighbourhood Planning meeting – 13th February 2013, held at Parish Office.

Present – Cllrs B Pocock (via Skype) T Homes and M Roberts. Vida Perrin (GGPC - Clerk)
Marcus Healan (CC Development Officer) Stuart Todd (Locality) Paul Weston (Locality)

Meeting notes:-

1. TH stated that Locality and CC had seen the report and voting analysis from the public meeting on the 29th January but noted that in recent correspondence both had felt that an NDO may not be the best way forward now. Cllr Homes asked if they could explain their reasoning behind the move away from an NDO.
2. MH advised that he and Stuart had discussed the idea of a design guide just before the meeting on the 29th but had not really had a chance to fully discuss this with the PC. He said that he had also had subsequent conversations with CC Policy Team members and their thoughts were also that a design guide could be better than an NDO as an NDO could be challenged and needs to be pro growth.
3. TH – said that he had read a letter from Nick Bowles to the inspectorate that stated that NDO/NDP once approved become the policy for that area and in his opinion would be very hard to challenge.
4. MH – said that St Erme who were going to do an NDO are now doing a Village Design Guide as CC had recognised this was a better course of action and CC would take this through the Member Panel that agrees the Local Plan. He had spoken about GGPC and a similar project for the Towans and had been advised by CC that if a good piece of work with proper consultation was produced this could be adopted as informal planning guidance.
5. PW – St Eval is another example of a Council who were going down the NDO route but are now rethinking, they have a vacant MoD site in their area and hoped to gain the co-operation of the landowner and a developer but this has fallen down because the developer does not feel there is enough evidence for affordable housing within the area to be able to secure funding for the site.
6. PW felt that the position on NDO's had altered whereby it was expected that Council's would have both the landowner and a developer onside for development if proceeding with an NDO.
7. PW felt that the best way forward for GGPC was to designate the entire Parish as a Neighbourhood Plan Area asap but that the PC would be looking at the Towans area in detail and this will form part of the NP. He said by designating the whole parish at this stage it would help to attract funding.
8. He advised that he had put together a design study brief in the last couple of days and had spoken to MH about local consultants. Together they had come up with 4 consultants. He said that Locality had in principle approved a grant of £5000 towards the design appraisal which would be paid to GGPC. GGPC would need to tender and then approve the job at which stage Locality would release the money to GGPC. GGPC could then hold the money until the appraisal is either almost drafted or complete, but that time limits were very tight as Locality had to show that the project is completed by the 28th March.
9. VP – said that the Parish Council would need to consider the information as it had only agreed so far to continue with NDO/NDP idea.
10. ST – said that the design appraisal and the consequent consultation would show the PC if there still was a leaning towards an NDO and the design appraisal and consultation were good evidence to use to move the project forward in whatever direction.

PC members agreed that the advice from both CC and Locality to proceed with a Design Appraisal was the best way forward and that a special PC meeting would need to be held to approve this due to the time constraints.

TH agreed to put together some wording for the voting analysis to update interested parties on the way forward.

END

Gwithian Towans Draft Design Study Brief

(produced by Locality in conjunction with Marcus Healan)

Background

Gwinear-Gwithian Parish Council has embarked on a neighbourhood planning exercise that will culminate in a set of locally approved planning policies that will encourage good design and development in the future. Gwinear-Gwithian Parish Council has been awarded a grant to commission an initial design appraisal study of the Gwithian Towans residential area (for its location see accompanying map).

The area comprises 120 chalets set amidst the dunes (alongside a local nature reserve and coastal fringe of significant landscape merit). The chalet occupiers comprise a mix of holiday-users and permanent residents. Many of the chalets are becoming in need of renovation. Much of the renovation over the past 20 years has been done in an appropriate scale and style but a number of recent attempts have caused concern.

Applications have been made, and some approved, for the redevelopment of plots that have included increasing the height, the number of storeys, the use of inappropriate materials and extending the chalet footprint over the whole plot. The Parish Council is concerned that the character of the residential area at Gwithian Towans will be damaged, to the detriment of the whole area.

The Parish Council hopes that a design appraisal study will stimulate local discussion and lead to a community consensus on how the Gwithian Towans residential area should and should not develop in future. It is hoped that the Study output will inform a design guide or code (potentially to be adopted by Cornwall Council as a material planning consideration) and neighbourhood plan policies that will achieve what is considered best for the area.

Purpose of Study

To provide an impartial character assessment of the Gwithian Towans settlement area and provide recommendations and examples for design guidance in order to stimulate discussion and decisions on the nature of any design code to be adopted and appropriate policies to be included in a neighbourhood planning document.

The Client

The Gwinear-Gwithian Neighbourhood Planning Steering Group will act as the Client for this Study on behalf of the Gwinear-Gwithian Parish Council.

The Study should include:

- Discussion about current issues with up to five named representatives of the Neighbourhood Planning Group and local residents (names to be provided on award of the contract)
- Liaison with relevant Cornwall Council Planning Officer
- Identification and appraisal of the distinctive character of the Gwithian Towans residential area including:
 - Its architectural style and building types together with their key materials and characteristics
 - Landscapes and importance of its relationship with the buildings
 - Open spaces, routeways and their relevance to current uses and activities
 - Key views and vistas
 - Identification of any heritage assets
 - The impact of the motor vehicle
 - The implication of additional infrastructure needs
 - Extent of intrusion or damage
- An appraisal of the general location and setting and their impact on Gwithian Towans
- Identification of the factors that have influenced change in the past and the development pressures that are likely to influence change in the future

- Identification of the key issues constraints and opportunities
- Options for the appropriate scale, design and built form of future development within the existing built area of Gwithian Towans
- Recommendations on the nature of conservation and development policies that should be considered (such as design standards, scale, plot density etc)

Study Outputs

The findings of the Study should be captured in a short report and presented on a series of exhibition panels to be used for consultation purposes at a range of events with the local community and other stakeholders.

An electronic version of the Study outputs should also be made available for the Client's use. The fee proposal should set out the proposed format in/on which the exhibition will be produced to include information on the style, size, material and amount of panels.

Timescale:

The fee proposal and supporting information should be submitted to Vida Perrin, Parish Clerk at Gwinear-Gwithian Parish Council by email no later than 12 noon on Thursday 21st February 2013 by email.

The consultant will be notified whether the fee proposal is accepted or not no later than 5.00pm on Monday 25th February 2013.

The Study should be completed and the consultant's report and exhibition panels delivered to the client no later than Thursday 28th March 2013.

Fee:

The Client has a sum of £5,000 (plus VAT) available for this Study.

Tender

The fee proposal should be accompanied by no more than two A4 pages of explanation of how the Study will be carried out and by whom; together with a breakdown of the consultant's rate, time spent on key elements of the Study and costs of component parts of the outputs should be provided along with the total fee proposal for carrying out the Study.

The consultant should provide details of relevant insurances and declare any potential conflicts of interest known at the time of submission of the fee proposal.

A link to your website and to examples of relevant previous work would also be helpful.

Your tender should be submitted to Vida Perrin, Parish Clerk at Gwinear-Gwithian Parish Council (vida.perrin@ggpc.org.uk) before the deadline (see above).