St Austell Town Council

Planning and Regeneration Committee

To: All Members of the Planning and Regeneration Committee

Councillors: Bull, Colwill, Hanlon, Jones, King, Lanxon, Leonard, Oxenham, Palmer, Pearce, Thompson and Walker.

Dear Councillor

You are summoned to attend a **Meeting** of the **Planning and Regeneration Committee** to be held in the **Stable Block** at **Pondhu House, Penwinnick Road, St Austell, Cornwall, PL25 5DP** on **Monday 12th February 2018 at 6pm.**

S. Gallions

David Pooley
Town Clerk

6th February 2018

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Website: www.staustelltowncouncil.com

AGENDA

1. Apologies for absence

2. Declarations of Interest

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on this agenda).

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

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3. Dispensations

(Purpose: To receive requests for dispensations under the Code of Conduct).

4. Minutes from the Meeting dated 8th January 2018

Pages 1 to 6

(Purpose: To agree that the minutes of the above meeting be signed as a correct record).

5. Matters to note

A verbal update from the Town Clerk on the actions taken since the last meeting.

Note: No decision may be made under this agenda item.

6. Public participation (15 minutes maximum)

The Chairman will invite members of the public to address the meeting in relation to the business to be carried out at the meeting.

15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

7. Planning Applications

The Town Council has been consulted on the planning applications listed below. The Planning Committee is asked to consider the applications and agree a response to the Planning Authority (Cornwall Council).

The applications and their plans can be viewed on the Online Planning Register at www.cornwall.gov.uk.

The Clerk has a set of the applications and plans and Members may inspect them at any time during working hours (Monday-Friday, 9am-5pm). The set will also be available for inspection at and before the meeting.

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i. **PA17/11620:** 1 Oxenham House Codling Close St Austell PL25 4PY. Conversion of existing office units (B1) to 8 x flats (C3) with dual use of one of the units as communal hub. **Ward: Mount Charles.**

ii. **PA17/11722:** Boldventure Farm 63 Trenowah Road St Austell Cornwall. Reserved matters application for access, appearance, landscaping and scale following approved outline approval PA16/07432 dated 05.01.17. **Ward: Bethel.**

iii. **PA17/11743:** Land South West Of 1 Chandlers Walk Chandlers Walk St Austell Cornwall PL25 3NB. Proposed new dwelling and associated works. **Ward: St Austell Bay.**

iv. **PA17/11826:** 10 High Cross Street St Austell PL25 4AB. Change of use of post office counters area to 2 residential units including formation of entrance and modification to window. **Ward: Gover.**

v. **PA17/12078:** 26 Retallick Meadows St Austell PL25 3BX. Application for the conversion of the existing garage into a hairdressing salon. **Ward: Bethel.**

vi. **PA18/00329:** Pentille 31 Trevarthian Road St Austell PL25 4BT. Non-material amendment in relation to decision notice PA17/01999, change to external and internal works. **Ward: Poltair.**

vii. **PA18/00533:** Land North Of 88 To 90 Truro Road Edgcumbe Road St Austell Cornwall. Erection of 2 dwellings and provision of parking. **Ward: Gover.**

viii. **PA18/00534:** 119 Slades Road St Austell Cornwall PL25 4HG. Extension for new ensuite bedroom (for elderly relative) plus new garage. **Ward: Bethel.**

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ix. **PA18/00643:** 100 Truro Road St Austell PL25 5HH. Works to fell a Red Cedar and replant with a Amelanchier within a Conservation Area. **Ward: Gover.**

x. **PA18/00736:** Aldi Slades Road St Austell Cornwall. Retrospective consent for the installation of 3 x air conditioning units and acoustic enclosures. **Ward: Bethel.**

xi. **PA18/00741:** Land East Of 6 Tremayne Road Dobell Road St Austell Cornwall. Application for Outline Planning Permission with some matters reserved for the construction of a detached dwelling (access and landscaping). **Ward: Poltair.**

8. Premises Licence Applications

The applications and their plans can be viewed at the following link on Cornwall Council's website: http://www.cornwall.gov.uk/default.aspx?page=21173.

The Clerk has a copy of these applications and Members may inspect them at any time during working hours (Monday-Friday, 9am-5pm). They will also be available for inspection at and before the meeting.

1. **Premises Name and Address: The Queens Head, 2 North Street, St Austell, PL25 5QD. Application Type: Variation. Licensable Activities: Amend plans & extend hours for entertainment.**

9. Planning Decisions

Pages 7 to 12

(Purpose: To note receipt of decisions by the Planning Authority. The decision notices, which explain the full reasons and conditions, are available for inspection in the same way as the planning applications). (Report enclosed).

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10. Cornwall Council – Urgent Delegated Planning Decisions

(Purpose: To receive an update on the Cornwall Council urgent delegated planning decisions). (Verbal update).

11. Guiding Principles for Pre-application Discussions **Pages 13 to 16**

(Purpose: To note the revised protocol for pre-application discussions).

12. Local Council Planning Conference **Pages 17 to 22**

(Purpose: To consider making the planning conference on Tuesday 27th February at St Johns Hall, Penzance an approved duty).

13. Dates of Meetings

(Purpose: To confirm dates of forthcoming Planning and Regeneration Committee meetings: Monday 26th March 2018 and Monday 30th April 2018).

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 8th JANUARY 2018 in the Stable Block at Pondhu House, Penwinnick Road, St Austell, Cornwall PL25 5DP at 6pm.

Present: Councillors: Bull, Colwill, Hanlon, Jones, King (Chair), Lanxon, Leonard, Oxenham, Palmer, Pearce, Thompson and Walker.

In attendance: David Pooley (Town Clerk) and Sara Gwilliams (Deputy Town Clerk).

Also in attendance: Councillors Bishop and Heyward.

P/17/109) Apologies for absence

There were no apologies for absence.

P/17/110) Declarations of Interest

Councillor Bull declared an interest in Planning Application Numbers **PA17/10229** and **PA17/11743** by virtue of living close by to both properties.

Councillor Oxenham declared an interest in Planning Application Number **PA17/11620** by virtue of an ongoing complaint with Cornwall Council.

P/17/111) Dispensations

The Clerk advised that no requests for dispensations had been received.

P/17/112) Minutes from the Meeting dated 11th December 2017

It was **RESOLVED** that the minutes of the meeting held on the 11th December 2017 be approved and signed as a correct record.

P/17/113) Matters to note

The Clerk advised that the outside seating area proposed for Planning Application Number **PA17/10864** has been withdrawn.

P/17/114) Public Participation

None.

P/17/115) Planning Applications

i. **PA17/09333:** 7 Trewhiddle Road St Austell Cornwall PL25 5BZ. Demolition of existing bungalow and redevelopment of 4no. 3-bedroom houses.

It was **RESOLVED** to make no objection to this application.

Councillor Bull reiterated her interest and left the meeting

ii. **PA17/10229:** 7 Chandlers Walk St Austell Cornwall PL25 3NB. Changing a single detached garage into a self-contained podiatry clinic.

It was **RESOLVED** to make no objection to this application.

In order to accommodate Councillor Bull, the Chairman agreed to move Planning Application Number PA17/11743 forward to the next item.

xi. **PA17/11743:** Land South West Of 1 Chandlers Walk Chandlers Walk St Austell Cornwall PL25 3NB. Proposed new dwelling and associated works.

It was **RESOLVED** to object to this application on the grounds of:

- Overdevelopment
- Overlooking
- Loss of amenity space and inadequate amenity space for the new dwelling
- Inadequate parking provision
- Inadequate access arrangements

Councillor Bull returned to the meeting

iii. **PA17/11028:** North Hill Park Nursing Home 7 North Hill Park St Austell Cornwall. Revised position for new platform lift on rear elevation of main building overlooking quadrangle.

It was **RESOLVED** to make no objection to this application.

iv. **PA17/11070:** 21 Pentewan Road St Austell Cornwall PL25 5BU. Construction of a detached three-bedroom dormer bungalow in the garden to the rear of 21 Pentewan Road, St Austell, PL25 5BU. Forming a vehicular access from the road.

It was **RESOLVED** to make no objection to this application subject to keeping the adjacent public right of way clear at all times.

v. **PA17/11468:** 27 Sawles Road St Austell PL25 4UE. Provision of step lift to give level access to property.

It was **RESOLVED** to make no objection to this application.

vi. **PA17/11471:** 1 Church Street St Austell PL25 4AW. Listed building consent for internal works comprising removal of section of partition wall and loose furniture; installation of new full height anti-bandit partition, new automation machines and section of carpet.

It was **RESOLVED** to make no objection to this application.

vii. **PA17/11578:** 20 Trevear Close St Austell PL25 4SL. Proposed internal alterations and conversion of roof space with dormer extensions.

It was **RESOLVED** to make no objection to this application.

viii. **PA17/11599:** 8 Fore Street St Austell PL25 5EN. Change of use from financial and professional services use (Class A2) to Hot Food Takeaway (Class A5).

It was **RESOLVED** to make no objection to this application.

** *Councillor Oxenham reiterated her interest and left the meeting* **

ix. **PA17/11620:** 1 Oxenham House Codling Close St Austell PL25 4PY. Conversion of existing office units (B1) to 7 x flats (C3) and communal hub.

The Clerk advised that Wainhomes has applied to Cornwall Council, in collaboration with Cornwall Council's Social Services, to turn existing commercial units at their Porthpean site in to 7 flats and a communal hub for adults with special needs. The Planning Officer advised that Wainhomes has tried to market the commercial units without success.

Members expressed their disappointment at the lack of information on Cornwall Council's website with regard to this application and that some of the information was private and inaccessible until just before the meeting.

The following issues/concerns were raised:

- The lack of additional affordable housing linked to the new proposal;
- Not a suitable location for vulnerable adults next to a busy roundabout and road;
- The loss of commercial space.

It was **RESOLVED** to object to this application on the grounds of:

- Unsuitable accommodation for vulnerable people next to a busy roundabout;
- The loss of valuable commercial space which was one of the factors which helped the original application to gain approval;
- The lack of additional affordable housing within the new proposal.

Councillor Bull abstained from voting on this application

Councillor Oxenham returned to the meeting

x. **PA17/11705:** 1 Robartes Place St Austell Cornwall PL25 4JQ. Re-submission of Refused Application PA17/05673 dated 25th August 2017 to demolish existing bungalow and replace with 2 No. detached two storey 3-bedroom dwelling units with associated parking.

It was **RESOLVED** to make no objection to this application.

xi. **PA17/12060:** 44 Agar Road St Austell PL25 3AF. Installation of platform lift to front of property.

It was **RESOLVED** to make no objection to this application.

xii. **PA17/12183:** Truro Road Park Truro Road St Austell Cornwall. Notification of proposed works to trees in a conservation area.

It was **RESOLVED** to make no objection to this application subject to the Tree Officer being happy with the proposals.

xiii. **PA17/12185:** Poltair Park Carlyon Road St Austell Cornwall. Notification of proposed works to trees in a conservation area - Remove major dead wood from Ash (G5b), crown lifting of Sycamore(G5c).

It was **RESOLVED** to make no objection to this application subject to the Tree Officer being happy with the proposals.

xiv. **PA17/12186:** Land Adjacent Jubilee Meadows Park St Austell Cornwall PL25 3EX. Works to trees covered by a Tree Preservation Order.

It was **RESOLVED** to make no objection to this application subject to the Tree Officer being happy with the proposals.

P/17/116) Premises Licence Applications

None.

P/17/117) Planning Decisions

It was **RESOLVED** that the report and planning decisions be noted.

P/17/118) PA17/03267/PREAPP Pondhu House Penwinnick Road St Austell - Pre-application advice for the change of use of building to mixed use or a social/community use, with improved access and additional ground floor space.

The Town Clerk explained that he had applied for pre-application advice in order to determine what structural work is permissible for the Grade II listed building. Once this information is known, more detailed feasibility study works can be undertaken.

It was **RESOLVED** to note the application.

P/17/119) Town and Country Planning (Hearings and Inquiries Procedures) (England) (Amendment) Rules 2009 – Kernow Veor Carclaze Road St Austell PL25 3TA

It was **RESOLVED** to note the Appeal.

P/17/120) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 12th February 2018 and Monday 26th March 2018.

The meeting closed at 6.45pm.

AGENDA ITEM: 9

ST AUSTELL TOWN COUNCIL

PLANNING AND REGENERATION COMMITTEE

12th FEBRUARY 2018

LOCAL PLANNING AUTHORITY DECISIONS

1. PURPOSE OF REPORT

To note decisions of the Local Planning Authority notified since the last meeting.

2. LEGAL AND RISK MANAGEMENT ISSUES

None directly.

3. EQUALITIES ISSUES

The Council endeavours to highlight to Cornwall Council any equalities issues arising from consideration of the planning applications.

4. RESOURCE ISSUES

None outside of existing budgets.

5. RECOMMENDATIONS

It is recommended that Councillors note the decisions made.

Decisions Made

Councillors are asked to note the receipt of the following decisions by the Planning Authority (the decision notices which explain the full reasons and conditions are available for inspection in the same way as planning applications):

DAVID POOLEY
TOWN CLERK

PA17/11159 **APPROVED**
Applicant: Mr Mike Lean
Location: 9 Polmear Road St Austell Cornwall PL25 3LE
Proposal: Proposed loft conversion and bedroom extension

Town Council Response: No Objection.

PA17/11241 **APPROVED**
Applicant: Mrs Jennifer Doran
Location: 10 Chy Pons St Austell PL25 5DH
Proposal: Reduce Sycamore tree by 3.6m covered by a Tree Preservation Order

Town Council Response: Objection.

PA17/10408 **APPROVED**
Applicant: Mr James McIntyre
Location: 25 Carlyon Road St Austell PL25 4LJ
Proposal: To excavate the land in front of dwelling and build retaining walls to create parking spaces.

Town Council Response: No Objection.

PA17/10864 **APPROVED**
Applicant: Mr Fegan
Location: 54 Aylmer Square St Austell Cornwall PL25 5LJ
Proposal: Change of use from A1 to A4 and the creation of a small shelving retail area.

Town Council Response: No Objection.

PA17/11468 **APPROVED**
Applicant: Mr E Alford
Location: 27 Sawles Road St Austell PL25 4UE
Proposal: Provision of step lift to give level access to property

Town Council Response: No Objection.

PA17/11578 **APPROVED**
Applicant: Mr And Mrs Bullock
Location: 20 Trevear Close St Austell PL25 4SL
Proposal: Proposed internal alterations and conversion of roof space with dormer extensions.

Town Council Response: No Objection.

PA17/09819 **APPROVED**
Applicant: Mr Richard Trays
Location: 5 Brewery Drive St Austell Cornwall PL25 4EH
Proposal: Conversion of garage under coach house into self-contained accommodation

Town Council Response: No Objection.

PA17/10376 **APPROVED**
Applicant: Mr Scott Solley
Location: Unit 1C White River Place St Austell PL25 5AZ
Proposal: Advertisement consent for fascia sign to front elevation

Town Council Response: No Objection.

PA17/10451 **APPROVED**
Applicant: Mr And Mrs Husband
Location: 17 Pentewan Road St Austell Cornwall PL25 5BU
Proposal: Erection of domestic garage and annex. Re-submission of approved application PA16/07561. Part retrospective

Town Council Response: No Objection.

PA17/10985 **APPROVED**
Applicant: Mr And Mrs Jenkins
Location: 35 Boscoppa Road St Austell PL25 3DS
Proposal: Proposed single storey front extension

Town Council Response: No Objection.

PA17/11705 **WITHDRAWN**
Applicant: Mr Robert Furse
Location: 1 Robartes Place St Austell PL25 4JQ
Proposal: Re-submission of refused application PA17/05673 dated 25th August 2017 to demolish existing bungalow and replace with 2 no. detached two storey 3 bedroom dwelling units with associated parking

Town Council Response: No Objection.

PA17/10767 **APPROVED**
Applicant: Mrs Alison Craven
Location: 102 Truro Road St Austell Cornwall PL25 5HH
Proposal: Change of use from dwelling house to residential home/independent living facility

Town Council Response: No Objection.

PA17/11070 **APPROVED**
Applicant: Mr William Collings
Location: 21 Pentewan Road St Austell Cornwall PL25 5BU
Proposal: Construction of a detached three-bedroom dormer bungalow in the garden to the rear of 21 Pentewan Road, St Austell, PL25 5BU. Forming a vehicular access from the road.

Town Council Response: No Objection.

PA17/11471 **APPROVED**
Applicant: The Royal Bank Of Scotland Group
Location: 1 Church Street St Austell PL25 4AW
Proposal: Listed building consent for internal works comprising removal of section of partition wall and loose furniture; installation of new full height anti-bandit partition, new automation machines and section of carpet

Town Council Response: No Objection.

PA17/12060 **APPROVED**
Applicant: Mrs Patricia Mill
Location: 44 Agar Road St Austell PL25 3AF
Proposal: Installation of platform lift to front of property

Town Council Response: No Objection.

PA17/12186 **APPROVED**
Applicant: Mr Steve Skinner
Location: Land Adjacent Jubilee Meadows Park St Austell PL25 3EX
Proposal: Works to trees covered by a Tree Preservation Order

Town Council Response: No Objection.

PA17/11599 **APPROVED**
Applicant: Mr Jonathan Franks
Location: 8 Fore Street St Austell PL25 5EN
Proposal: Change of use from financial and professional services use (Class A2) to Hot Food Takeaway (Class A5)

Town Council Response: No Objection.

PA17/10229 **APPROVED**
Applicant: Mrs Claire Todd
Location: 7 Chandlers Walk St Austell Cornwall PL25 3NB
Proposal: Changing a single detached garage into a self-contained podiatry clinic.

Town Council Response: No Objection.

PA17/11028 **APPROVED**
Applicant: Mr D L Smith
Location: North Hill Park Nursing Home 7 North Hill Park St Austell Cornwall PL25 4BJ
Proposal: Revised position for new platform lift on rear elevation of main building overlooking quadrangle

Town Council Response: No Objection.

Town & Parish Councils in Cornwall

Guiding Principles for Pre-application Discussions

Pre-application discussions have an important role in all types of planning applications. Local Councils are particularly aware of the importance of public perception in planning and the need for transparency in their relationships with developers. This paper has been published to support Town/Parish Councils in their role, working with developers and Cornwall Council on pre-application proposals: 3-way protocol for working together on pre-applications.

Pre-application meetings

In considering a request to meet with a developer prior to formal submission of a planning application, Parish/Town Councils would expect that

1. The meeting is open to the public to attend and has been reasonably advertised.
2. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large scale paper plans for display purposes.
3. A public consultation or engagement event is either already scheduled, or firmly planned.

Parish/Town Councils may wish to combine a public engagement event with a scheduled local council meeting rather than a separate event. Whilst for large developments an initial pre-app meeting and the community engagement event may be far apart in time, for smaller applications, these could effectively be undertaken at the same meeting.

A Parish/Town Council will **not** normally hold private meetings with developers unless there is a necessary and compelling reason which could be justified to the public (for example a strong commercial sensitivity, where a developer wishes to receive an initial steer before deciding whether to progress).

Pre-application community engagement (PACE)

A Parish/Town Council will encourage developers to carry out engagement with the local community before submitting plans for significant or complex developments. Any PACE meeting must meet the following expectations:

1. The venue is convenient and accessible in the community.
2. Sufficient and timely publicity within the community and to all likely interested parties. The timing of the meeting should be appropriate to allow as wide a range of people as possible to attend.
3. That there is a genuinely open mind and willingness to adapt plans in response to community feedback.
4. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large scale paper plans for display purposes.

Local Councillors are advised not to attend separate private briefings as part of public consultation, but instead to attend a public event.

As well as working with the Town/Parish Council on a public engagement event, developers also have the option of a formal pre-application community engagement forum facilitated by Cornwall Council for more significant or complex applications. Further details on these formal options are found on Cornwall Council's website at:
http://www.cornwall.gov.uk/environment-and-planning/planning/planning-advice-and-guidance/pre-application-advice/
and
http://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/role-of-local-councils-in-planning/

Pre Application Process and the Code of Conduct for Local Councils

It is noted that some Town/Parish Councils are concerned about potential issues with encouraging early conversations with developers on pre-application proposals. These include requests for meetings with individual councillors and how feedback on a proposal could be viewed as pre-determination.

It is recommended:

Individual Councillor's discussions

a. Councillors must be aware of their obligations under the Council's Code of Conduct.
b. Individual Councillors must not enter into informal discussions of possible future applications with a developer; to do so may lead to a complaint for a potential breach of the Code.
c. Where a site meeting is needed, the Council will nominate at least two representatives to attend.

A developer should not attempt to lobby individual members; if this occurs, the Local Council reserves the right to withdraw from any pre-application process.

Pre-Determination

Councillors should avoid expressing any detailed opinion or prior view which might be viewed as pre-determination. To this end, a formal meeting arranged by the Town/Parish Council could include the following suggested wording on the meeting agenda or invitation:

> **While I/Members may express an opinion for or against the proposal at this meeting, my/our mind(s) is/are not closed and I/we will only come to a conclusion on whether I/we should support the scheme or offer an objection after I/we have listened to the full debate.**

A similar statement could also be read out and clearly stated at the start of an informal meeting, to make it clear that the members of the Town/Parish attending are not pre-determining their position on a proposal. Local councillors could also include the words 'in principle' or 'subject to ..' when expressing their views to further emphasise that any opinions given at this stage are not pre-judging a proposal in advance of a formal planning application.

Protocol for Local Councils, Cornwall Council, and developers working together on pre-applications

Town and Parish Councils will aim to:

- publish details of its pre-application procedures and Cornwall Council Parish Profile on its website together with information for potential applicants
- assist in facilitating Public Meetings in suitable, pre-agreed local locations
- share notes of discussions held during the pre-application process with the Local Planning Authority. This could include minutes of meetings or a record of the discussion
- refer requests for advice on Planning Policy to the Local Planning Authority

Applicants and agents should:

- research the area of the proposed development to understand the local factors described in the Parish Profile before approaching a Local Council to engage in a pre-application process
- share plans, supporting information and guidance given by the Local Planning Authority with the local council before attending local meetings and will allow the information to be left for any follow up comments to be made
- respect the role of the local council during the pre-application process; private lobbying of individual Local Council Members is not permitted
- meet all reasonable costs of hiring local facilities to hold public meetings

Cornwall Council officers will:

- give a strong steer to Applicants to carry out public engagement work including options for the Cornwall Council pre-application community engagement process (PACE)
- share any pre-application advice given to the applicant by officers if requested (except in the case of confidential pre application enquiries)
- encourage of the use of Planning Performance Agreements (PPA) including Local Council Liaison
- ensure joined-up working with other agencies in connection with pre application submissions
- encourage the use of the Cornwall Design Review Panel
- adhere to the Pre application protocol when Cornwall Council is the planning applicant

Local Council Pre application Protocol – Planning Partnership Page Web link

http://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/planning-partnership-meetings/

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CORNWALL COUNCIL

My ref: DE/DC/PP
Date: 17 January 2018

Dear Sir/Madam

Planning Conference for Local Councils

Your council is invited to send representatives to this second Planning Conference for Local Councils which, as previously advised in my letter dated 3 November 2017, will be held in the west of the county. Please see below the time, date and location of when this conference will be taking place:

Tuesday 27 February 2018 – 4.30 p.m. St Johns Hall, Penzance

The conference will be covering the subjects/content below:

- Workshops on a range of planning related topics (see the next page for details)
- The opportunity to meet with Officers from various teams across the Planning and Sustainable Development service
- Opportunity to meet with peers from across Cornwall
- Market stalls with information and leaflets from different parts of the Council

The draft format for the conference is as follows:

4:30pm	Registration with tea and coffee Introduction, welcome and service update
	Workshop 1 (choice of three, see next page) Break with refreshments
	Workshop 2 (choice of three, see next page)
	Question, answer and feedback session with Planning Committee Chair and Vice Chairs
8:00pm	Finish

There is a charge of £12 per delegate to attend (please see the next page for payment details). Places will be allocated on a first come first served basis with no restrictions on the number of delegates from each Council (subject to demand), so please send your responses as soon as possible.

INVESTORS IN PEOPLE

Cornwall Council
Room 117, 39 Penwinnick Road, St Austell One stop Shop

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COUNCIL

Please fill in your delegate details and choose the preferred workshops on the reply slip and return to EGD Customer Relations at egdcustomerrelations@cornwall.gov.uk or the address below.

Those Councils who have already provisionally booked delegate place(s) to attend, please confirm your attendance by returning the reply slips.

Yours sincerely

Phil Mason
Service Director – Planning & Sustainable Development
Economic Growth & Development

INVESTORS IN PEOPLE

Cornwall Council
Room 117, 39 Penwinnick Road, St Austell One stop Shop

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Workshops - Topics as suggested by the Planning Partnership and the Cornwall Association of Local Councils.

Please choose 2 workshops and 2 alternatives should your choice not be available and enter them on the reply slip. If there are a number of you from the same Town/ Parish Council please can you ensure that you **each** choose a different workshop.

Workshops - Session 1

a) **Local provision of Affordable Housing**
Gain a greater understanding of how affordable housing is delivered locally and the importance of viability in the negotiations.

b) **Cornwall Local Plan, Neighbourhood Plans and Community Infrastructure Levy update**
The latest in the ever changing Local Planning Policy landscape, from thoughts on the implementation of the Cornwall Local Plan nearly a year after adoption and the timetable for the Local Plan Review, to updates on Neighbourhood Development Plans, the Allocations Development Plan Document (DPD), the Minerals Safeguarding DPD and the Community Infrastructure Levy (CIL).

c) **Quality Design-Jointly creating better quality design in Cornwall**
We all recognise examples of "good" and "bad" design in our local areas but what makes design good or bad and how we can work together to improve design quality across Cornwall.

Workshops – Session 2

d) **Sharing good practice-including pre-apps and Pre-Application Community Engagement (PACE)**
Cornwall Planning Partnership led workshop on good practice in local council engagement with the planning process, including at the pre-application stage, to help shape development in your area.

e) **Compliance with Approved Plans and future post-decision community engagement**
A session on compliance with approved plans and thoughts on how the local community could become more engaged in monitoring developments after planning permission has been granted.

f) **Strategic and Local Highways matters**
Highways issues are often a key consideration in the assessment of planning applications. This session is aimed at raising awareness of how highways officers consider development proposals at the strategic and local levels.

Please note that all workshop presentations will be available to you electronically.

Cornwall Council
Room 117, 39 Penwinnick Road, St Austell One stop Shop

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COUNCIL

Payments

The cost to attend a planning conference is £12 per delegate and includes the cost of refreshments.

Please submit a cheque **made payable to Cornwall Council** with your reply slips and send to:

EGD Customer Relations
Planning and Sustainable Development
Room 117
39 Penwinnick Road
St Austell One Stop Shop
St Austell
PL25 5DR

If you have any queries please contact EGD Customer Relations at egdcustomerrelations@cornwall.gov.uk or telephone 01872 323984.

Refreshment options

Tea and Coffee will be provided as well as a main selection of Cornish pasties and various cakes and biscuits. Please place your main refreshment choice when choosing your workshops on the page entitled **Planning Conferences Workshop Options** (the last box on the last page)

1. Large Steak Pasty
2. Large Cheese and Onion pasty
3. Large Vegetarian Pasty
4. Salad or Special dietary option

Please state (on the order form) if you have any Special Dietary requirements and a member of the team will be in contact to arrange suitable refreshments of your choice.

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CORNWALL COUNCIL

Planning Conferences Workshop Options

Please return one of these slips for each delegate to:
egdcustomerrelations@cornwall.gov.uk or EGD Customer Relations, Planning and Sustainable Development, Room 117, 39 Penwinnick Road, St Austell One Stop Shop, PL25 5DR

Tuesday 27 February 2018 at 4.30 p.m. at St Johns Hall, Penzance

Name of local council:	
Name of representative:	
Position within the local Council (ie Clerk):	
Workshop choice 1	
Workshop choice 2	
1st alternative	
2nd alternative	
Email address: or Address and post code:	
Telephone number:	
Dietary requirements/Refreshment order	

Book early to avoid disappointment

Please enclose a cheque payment of £12 per delegate made payable to Cornwall Council.

INVESTORS IN PEOPLE

Cornwall Council
Room 117, 39 Penwinnick Road, St Austell One stop Shop