

St Ives Area Neighbourhood Plan Inclusivity Group Minutes

Date of Meeting: 10th March 2014, 7pm

Venue: St Ives Guildhall, Committee Room

Present

Ric Walker	(Chair)
Maxine Armstrong	(St Ives Town Council)
Tony Beavan	(St Ives)
Lucy Hackett	(NP Officer) Via Skype
Rowenna Swallow	(St Ives)

Issues

1. Consultation Plan

Following last meeting Rowenna and Maxine devised a long list of potential venues and activities which could be chosen for the roadshow visits. Tony also compiled a list of upcoming events. Ric will now attempt to reduce these to a shortened list bearing in mind the need to reach a diverse cross section of the community as discussed at the last meeting.

Action : *1) Ric to shortlist long list, email in advance of next steering group meeting for steering group views*

2. Consultation Tools

There is a pressing need to order materials which will be used in the consultation events before the grant deadline. Lucy managed to get an extension until end of April for spending it.

Lucy has ordered a pull up banner from Contract Signs at a cost of £120

Discussion also took place about what will be asked at the consultation roadshow events. It is thought that draft policies will be presented in bullet points for feedback. There needs to be thought given to how to capture feedback and how to engage young people into the consultation design.

3. Communication with Community Venues

Ric was due to meet Chris Perry from St Ives Leisure Centre but the meeting has been rearranged.

Ric has also written to the Children's centre and Stennack surgery regarding conducting consultation in the venues.

4. Mapping

The St Ives Town Council have access to mapping software. This will prevent the need to purchase expensive software but we will need to source advice on how to use it. Initially we will ask known architects who are involved in the NP to see if they can help. It is thought that the free hours offered by the local architect firm are no longer available.

5. Inclusivity Policies

Ric asked whether the Inclusivity group will need to produce their own policies. Uncertain at the moment and dependent on policies produced by other groups. A possible gap may be seen in the themes of sustainability and as a thread between the topic groups

6. Date and Time of next meeting

Monday 31st March 2014, 7pm, St Ives Guildhall

Meeting closed at: 21:00 Chairperson's signature: Ric Walker
