

**NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 2 June 2014**  
**MINUTES**

**Present:**

Maxine Armstrong (Town Councillor); Geoff Williamson (Transport, Housing, Built Environment); Rita Lait (Town Councillor); Paul Woodward (Housing Chair); Tamsyn Williams (Town Councillor) Lucy Davis (Neighbourhood Plan Officer); David Todd (Open Spaces Chair); Tony Beavan (Inclusivity); Alan Clegg (Transport Chair).

1. **Apologies for absence**

Linda Taylor (Town Councillor and Mayor); Rex Henry (Built Environment Chair); Rowena Swallow (Economic Development Chair); Tim Andrewes (Town Councillor)

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

5. **Items for Consideration**

(1) **Planning Aid Advice**

Ideas for way forward:

- Each group to look at advice from Planning Aid and re-draw policy ideas, with project ideas separately;
- Once this is done, identify gaps and what is not covered by the new policy ideas;
- Identify contentious policies;
- Also, check Penwith Local Plan and what has not been included in our policy ideas;
- Topic groups to cross-pollinate;
- Chloe to attend topic group meetings, Lucy will also try to attend these meetings.

**ACTION**

- **Lucy will contact representatives of Lyn Plan re: judicial review;**
- **Lucy will contact Andrew George re: issue of affordable, fully residential housing;**
- **Steering Group will meet on Mon 21 July to discuss objectives and policies;**
- **Joint topic groups meeting on Mon 7 July – visioning workshop.**

(2) **Consultation**

- a. **Roadshow Progress** – events have been mixed in terms of attendance and responses. Respondents still tend to be in the older age bracket.

Ideas for going forward, particularly reaching more people:

- Go to temporary housing sites – Maxine to investigate;
- Display all 63 policy ideas at Guildhall event;
- Halsetown Fete and Harbour Day in August.

b. Schools – David will contact Jenny Veal to arrange a date; Lucy and David will discuss how to run the event;

c. Stakeholders – Maxine will contact Martin re: stakeholder list.

(3) Project Plan and Next Steps

**ACTION:**

- Lucy will re-send Next Steps with revised deadlines.

(9) Last bits/Updates

- Joint Steering Group – Town Council meeting: **Lucy will suggest 24 July Planning Committee Meeting to Louise;**
- Survey results document – **Maxine will print; Lucy will include in E-Newsletter; Lucy will try to leave copies in library, dentists, children’s centre, Halsetown Inn, Lelant Village Hall.**

(10) Steering Group Year Two

Rita and Maxine will swap roles.

Maxine proposed Rita to take over as Chair, seconded by Alan Clegg.

Tamsyn proposed Maxine as Vice Chair, seconded by David Todd.

Thanks are given to Maxine for her work as Chair over the last year.

Date and Time of next meeting: 21 July, 7.00pm, St Ives Guildhall – objectives and policies

7 July, 7.00pm, St Ives Guildhall – joint Topic Group meeting.

**Meeting closed at: 9.30pm**