

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 27 October 2014
MINUTES

Present:

Rita Lait (Steering Group Chair); Rex Henry (Built Environment Chair); Geoff Williamson (Transport, Housing, Built Environment); Town Councillor); Paul Woodward (Housing Chair); David Todd (Open Spaces Chair); Matt Hayter (Transport Vice Chair); Tony Beavan (Inclusivity Chair); Lucy Davis (Neighbourhood Plan Officer)

1. **Apologies for absence**

Rowena Swallow (Local Economic Development Chair); Alan Clegg (Transport Chair); Morag Robertson (Town Councillor); Tamsyn Williams (Town Councillor); Tim Andrewes (Town Councillor); Maxine Armstrong (Steering Group Vice-chair)

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

ACTIONS ARISING:

- **Rita will follow up on Recommendation to council at 23 Oct meeting for a Community Development Office to be appointed to take forward the Action Plan.**

3. **Update on Progress against Project Plan**

Timing has slipped against Project Plan. Need to revise expectations of referendum date. As soon as a clear target is received from Cornwall Council, Lucy will circulate to the steering group.

January 2015 – topic groups to prepare to meet again from 10 January to process consultation feedback and make amendments.

SUGGESTION: consultation feedback review for all topic groups.

ACTION:

- **Tues 13 Jan, 6pm – Lucy will book concert hall for all topic groups to attend feedback review;**
- **Lucy will invite all councillors.**

4. **Cornwall Council Feedback**

Lucy met with Chloe Pitt and James Hardy to receive feedback from Cornwall Council departments on the draft. Comments were broadly positive with constructive recommendations for changes.

ACTION:

- **Lucy will ask James Hardy to send details of the Landscape Partnership to**

David Todd;

- Lucy, Rita and Matt will meet on Tuesday to look through comments in detail and bounce back to topic groups if needed.

5. **Consultation**

ACTION:

- Topic group chairs will send volunteer names to Lucy for the leafletathon and events by the deadlines given in the email;
- Lucy will make changes to the consultation leaflet;

6. **AOB**

Thanks were extended to Rita Lait, Tamsyn Williams, Morag Robertson, Tim Andrewes and Andrew Mitchell for their input at the 23 Oct Council meeting.

Thanks were extended to Geoff Williamson for doing a traffic survey.

Date and Time of next meeting: Mon 24 November, 7pm, Committee Room

Meeting closed at: 9.00pm