

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 28 April 2014
MINUTES

Present:

Maxine Armstrong (Town Councillor); Geoff Williamson (Transport, Housing, Built Environment); Rita Lait (Town Councillor); Paul Woodward (Housing Chair); Rex Henry (Built Environment Chair); Matt Hayter (Transport); Tamsyn Williams (Town Councillor) Lucy Davis (Neighbourhood Plan Officer); Rowena Swallow (Local Economic Development Chair); Richard Sorrell (Culture and Heritage Chair); David Todd (Open Spaces Chair).

1. **Apologies for absence**

Alan Clegg (Transport Chair); Ric Walker (Inclusivity Chair)

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

ACTIONS PENDING:

- **Rex will send Built Environment group consultation comments to Lucy;**
- **Rex and Lucy will meet to look at mapping software;**
- **All to email Lucy with thoughts on the Sustainability Appraisal objectives;**
- **Housing and Built Environment joint meeting;**
- **Culture and Heritage and Economic Development joint meeting;**
- **All topic groups to meet.**

5. **Items for Consideration**

(1) **Draft Policies**

16 'Headline Policies' were identified for consultation purposes, with all policies being available for viewing at events.

ACTION

- **Lucy will write headline policies into newsletter and event resources;**
- **Chloe will bring outline maps to Committee Room (4 whole parish, 1 each for St Ives, Carbis Bay, Halsetown and Lelant).**
- **Rex will bring folder for A3 maps to Committee Room by wed p.m.;**
- **All groups requiring maps for consultation to bring to Committee Room by wed p.m. for Lucy to colour in.**

(2) **OTHER ACTION:**

- **12 June – joint NDP steering group and town council meeting, Lucy will email details, Lucy, Max and Rita to plan;**
- **Lucy will email ideas for a joint topic group event in late June;**

- Lucy will give contacts for steering group chairs to Chloe, who will contact them directly about attending meetings.

(6) Date and Time of next meeting: 12 May, 7.00pm. St Ives Guildhall
Meeting closed at: 10.15 pm