

**NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 4 February 2015
MINUTES**

Present:

Tamsyn Williams (Town Councillor); Geoff Williamson (Transport, Housing, Built Environment); Paul Woodward (Housing Chair); David Todd (Open Spaces Chair); Alan Clegg (Transport Chair); Tony Beavan (Inclusivity Chair); Maxine Armstrong (Town Councillor); Matt Hayter (Transport Vice Chair); Lucy Davis (Neighbourhood Plan Officer); Jenny Olds (Bolitho Estates)

1. **Apologies for absence**

Rita Lait (Steering Group Chair)

2. **Public Speaking**

Jenny Olds, Bolitho Estates

Discussion about the consultation representation made by Bolitho Estates and the response/consequential action for the NDP.

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

ACTIONS ARISING:

- **Rita will put together a proposal for a 2015/16 budget for taking the Action Plan forward to put to Resources Committee;**
- **Lucy will get in touch with James Hardy about the Landscape Partnership;**
- **Meeting between Culture and Heritage, Built Environment and Historic Environment Service at CC.**

5. **Items for Consideration**

(1) **Discussion on amended policy document**

ACTION:

- **Re-insert missing map numbers;**
- **OS1 – change wording**
- **T2 – move sentence**
- **Principle/principal**
- **Appendix 3 – add in reference to Open Spaces Audit, include Audit in Evidence Base**
- **Pedn Olva Walk site – add in to policy CF1 and Map 10, David supplying description**
- **Map1 – move number 50 to Porthmeor Road, move 99 next to 23 on slipway**
- **Add Consols pond to Appendix 3 and Map 10 as green**
- **Map 8 typo – Provision for teenagers: Equipped...**

(2) **Informal meeting with town council**

Tues 17th Feb, 7pm.

ACTION:

- Rita to ask Linda about format and agenda for meeting – i.e. can members of the public speak and can we all sit around a table together?

(3) **Role of topic groups leading up to referendum**

ACTION:

- Topic group chairs to let topic group members know what the state of play is and to inform them that meetings will be fewer and further between for a few months;
- SG to talk closer to referendum about what to do with groups.

(4) **Review of Project Plan and budget**

Update on progress against Project Plan – 2 months behind planned schedule, but still on track for June referendum.

6. **Date and time of next meeting** Tues 24, 7pm, Committee Room

Meeting closed at: 9.00pm