

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 13 SEPTEMBER 2013

MINUTES

Present:

Maxine Armstrong (Town Councillor); Tamsyn Williams (Town Councillor); David Todd (Open Spaces Chair); Alan Clegg (Transport Chair/Lelant Area Forum); Morag Robertson (Town Councillor); Rob van hove (Housing Secretary); Rita Lait (Town Councillor and Culture and Heritage Group representative); Christine Marenah (Built Environment Vice Chair); Lucy Hackett (Clerical Assistant)

1. Apologies for absence

Richard Sorrell (Cultural Heritage Chair); Ric Walker (Inclusivity Chair); Tim Andrewes (Town/Cornwall Councillor)

2. Public Speaking

None

3. Declarations of Interests

None

4. Minutes of last meeting

Were accepted as a true record.

Matters Arising:

- Culture and Heritage group would like to review the vision statement in the coming weeks;
- **Please can all topic group chairs book meetings at the guildhall with Jeremy, and inform Lucy by email.**

5. Items for Consideration

(1) Progress of Topic Groups

- i) Update from TG chairs on general progress, issues, concerns, positive outcomes:

Inclusivity	
Open Spaces	Discussed questionnaire; planning stand at consultation events; group would like to review the vision statement; TOR should come from steering group
Housing	Not met since last steering group meeting
Transport	Geoff Williamson has stepped in as secretary; discussed questionnaire; looking into place of transport in planning issues
Cultural Heritage	Have changed the group name to Culture and Heritage; looking into up to date list of Listed Buildings etc; discussed questionnaire; TOR should come from steering group; meeting next week to discuss stand
Built Environment	Not met since last steering group meeting

Economic Development	
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(2) Questionnaire

The group went through the questionnaire in detail to refine it. It was agreed at the outset that it needed to be shortened and therefore several questions were taken out. The criteria for selection was how related they were to the neighbourhood plan itself, regardless of how interesting the information may be for other purposes.

ACTION:

- **Lucy will revise the questionnaire according to the discussions;**
- **Alan will send Lucy revised transport questions by 4pm Saturday;**
- **Lucy to send for printing w/c 16 Sep.**

(3) Events

The start time of the Lelant event has been moved to 3.00pm, because of a previous hall booking.

It may be possible to use the Guildhall on Sat 9 Nov, until 6.00pm.

Display boards won't be available in time for the Halsetown event, because they need to be approved by the Resources Committee of the Council.

ACTION:

- **All Event Coordinators to continue making arrangements for their events – Halsetown – Morag; Lelant – Alan; Carbis Bay – Maxine; St Ives – David, Matt and Rex;**
- **Tamsyn/Lucy to confirm availability of Guildhall for 9 Nov with Jeremy; if available David, Matt and Rex to plan event from 11.00am – 6.00pm;**
- **Morag will arrange display options for the Halsetown event.**

FURTHER ACTION POINTS:

- **Lucy to arrange meeting date with topic group chairs and Chandelle and Marcus to discuss the objectives list;**
- **Maxine will speak to Louise about budget amendments.**

Date of Next meeting

Monday 7 Oct, 7.00pm, Committee Room St Ives Guildhall

Meeting closed at: 9.15pm