

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 18 NOVEMBER 2013

MINUTES

Present:

Maxine Armstrong (Town Councillor); Tamsyn Williams (Town Councillor); David Todd (Open Spaces Chair); Geoff Williamson (Transport); Tony Beavan (Inclusivity); Lucy Davis (Neighbourhood Plan Officer)

1. **Apologies for absence**

Rita Lait, Tim Andrewes; Morag Robertson; Alan Clegg; Paul Woodward; Ric Walker

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

ACTIONS PENDING:

- **Maxine to contact Andy England**
- **Lucy to add Tamsyn to apologies**

5. **Items for Consideration**

(1) **Review of St Ives Consultation and process as a whole, including Inclusivity**

Huge thanks to everybody that has contributed to all the events over the past two months!

- Over 200 people attended the St Ives event. Over 400 people attended the four events overall.
- Music did not work, apart from the background guitar. Advice from Gavin Nicol = hold an event in schools.
- There was nobody from the Housing Group at the St Ives event. In general, there were less comments on housing from the St Ives event than Carbis Bay and Lelant;
- Possibility of volunteer fatigue. We have been asking a lot of volunteers in the past few months. It was raised though that, with a final push towards March/April, the work of the topic will subside for a time while the plan is being written. It is hoped that more people will attend the next steering group meeting and we can discuss this more.

ACTION:

- **Tamsyn to contact Wendy Goodman, re. next Youth Council meeting;**
- **David to follow up schools action for Spring term;**
- **Moving the Roadshow forward: Lucy to divide Community Organisation List between Tamsyn, Maxine, Tony and Lucy. Each person to contact organisations on their list to follow up the letter they received in August;**

Topic Groups to send Lucy a synopsis of where they are at for use in the roadshow;

- **All Topic group chairs to send to Lucy a write up of the comments received at all consultation event. Deadline: Christmas 2013.**
- **Christmas events to follow up: Fair Mo (Lucy), Infant School Christmas Fair (Tamsyn), Junior School (Tony), Lelant (Geoff)**

(2) Survey mail out and responses so far

We are receiving a good response to the survey. We have over 500 returned to the guildhall in the return envelopes, and almost 100 online. So we are approaching a 10% response rate on the number that went out.

We know some roads that have definitely not been done. Volunteers will do these.

ACTION:

- **Volunteers will complete survey delivery in areas we know haven't received them, as follows;**

Halsetown	Geoff
Laity Lane (Carbis Bay to Halsetown)	Geoff
Towednack Road	Geoff
Fore Street	Tamsyn
Bellair Terrace	Tamsyn
Barnawoon	Tamsyn
Richmond Place	Tamsyn
The Meadow	Tamsyn
Norway Square	Tamsyn
The Piazza	Tamsyn
St Andrews St (Inc. Chy an Eglos)	Tamsyn
Draycott Terrace	Maxine
Polwithen Drive	Maxine
Gaynes Park	Maxine
Trencrom Lane	Maxine
Hain Walk	Maxine
Parc an Creet	Tony
St Johns Walk	Tony
Pen an Gwel	Tony
Porthmeor Flats	Tony
Carthew Terrace	Tony
Porthminster Terrace	David
Skidden Gardens	David
Hendra Farm	David
Ventnor Terrace	Neil and Maggie Davis
Carnstabba Road	Neil and Maggie Davis
Steeple Lane	Neil and Maggie Davis

- **Survey input: Lucy will produce guidelines and invite a small group to meet on 30 Nov to talk through them and to divide up surveys to be inputted, and set in place a signing in and out process.**

(3) Direction of NP including Andrew George's comments

- Very positive feedback from Andrew George on the progress that St Ives are making, he encouraged us to be bold and he would back us up if we run into issues;
- Peter Bainbridge was dismissive of neighbourhood planning at last week's planning meeting. He is our Friendly Link Officer.

ACTION:

- **Lucy has written a press release and is waiting for approval for an accompanying picture and quote from Andrew George's office.**

(4) Next steps (project plan)

Between now and March 2014, Topic Groups need to be using feedback from consultation events and survey to draw up proposed policies. These will be the basis for the next round of consultations in March/April. As well as the workshop on 30 November, Planning Aid will provide training in Jan/Feb on turning evidence into policy.

It was agreed that Geoff Williamson be made a permanent member of the steering group, owing to the amount of work he has done.

ACTION:

- **December steering group meeting – we will review the project plan and progress;**
- **Lucy is meeting with Planning Aid in early December to discuss the Sustainability Appraisal.**

(5) Updates from Topic Groups

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

Inclusivity	With Ric away, Tony Beavan will continue to attend steering group meetings as Inclusivity Chair.
Open Spaces	
Housing	
Transport	
Cultural Heritage	
Built Environment	
Economic Development	Lucy will attempt to revive this group. A meeting is planned for 3 December with some members of Chamber of Trade. Lucy will send an email once the meeting is confirmed.

(6) Date and Time of next meeting: Mon 16 Dec, 7.00pm. St Ives Guildhall

Meeting closed at: 9.00pm