

MINUTES OF A MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP

MONDAY 8 AUGUST AT 6.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

D Garwood, Mrs M K May, R P Mitchell (late), C S F Smith and M Snowdon

Council Officers

Miss M Davey

Miss L Bayfield

1. APOLOGIES

Apologies were received from Councillor Beverley Hulme (away).

2. MINUTES

The minutes of the meeting held on Monday 16 May 2016 were noted.

3. APPOINTMENT OF CO-OPTED MEMBERS

Following a discussion it was agreed to adopt the following as co-optees to the steering group:

- Joanie Willet
- Frances Crow
- Simon Persighetti
- Martin Northern
- John Kirby

There was a remaining vacancy which it was felt could be filled by someone from the business community. It was agreed to issue a press release on the progress of the Neighbourhood Plan including reference to the need for an additional co-optee. Other potential members could also be approached by members of the steering group.

4. NEIGHBOURHOOD PLAN TOOLKIT

The Clerk circulated a copy of the project plan template from Cornwall Council's Neighbourhood Plan Toolkit. It was agreed to adopt this plan and to update the steps at each meeting.

The aims and objectives of the steering group needed to be identified, followed by identification by the Town Council of the area that the plan will include. To help form the aims and objectives, the group agreed to hold an informal meeting, inviting newly co-opted members to attend, to review the responses of the Initial Questionnaire. It was noted that a record of all community involvement should be kept.

5. FUNDING AND SUPPORT

Councillor Mary May advised that the funding available from Cornwall Council had now increased to £9000. However the details of the plan need to be confirmed before funding can be applied for. Officer support would be available from Cornwall Council. It was agreed to invite the Falmouth & Penryn Community Link Officer to the next meeting to advise on

the support and funding.

During the discussion Councillor Rich Mitchell entered the meeting.

6. DATE OF NEXT MEETING

The agreement that the group would meet on the second Monday of each month was now unsuitable due to the rescheduling of council committee meetings. It was therefore agreed to set a provisional date for the next meeting on Wednesday 14 September subject to the availability of the Community Link Officer. An informal meeting will also be held on Wednesday 24 August to review consultation responses. Thereafter meetings will be held on the fourth Monday of every month.

There being no further business the meeting was closed at 7.15pm.