

MINUTES OF A MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP

MONDAY 28 NOVEMBER AT 6.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

Dave Garwood (Chairman), Mary May, Christopher Smith, Beverley Hulme

Co-optees

Martin Northern, Frances Crow

Council Officers

Lauren Bayfield

1. APOLOGIES

Apologies were received from Councillors Mark Snowdon and Rich Mitchell and Joanie Willett.

2. MINUTES

The minutes of the meeting held on 24 October 2016 were noted. Members discussed the possibility of changing the regular venue to somewhere more approachable such as a local pub to engage more members of the public. Lauren Bayfield advised that she would check with the Town Clerk to see if this would be workable. It was also noted that more members for the steering group should be sought.

3. AIMS AND OBJECTIVES OF THE NEIGHBOURHOOD PLAN

The chairman handed out resources related to setting out the aims and objectives for the plan. Existing plans such as the Town Framework should be referenced and the aims and objectives should work with Cornwall Council's Local Plan. It was noted that several projects had been carried out in the town that had gathered useful information that should be used towards the aims and objectives.

Martin Northern circulated a bullet point list of the main themes identified from responses to the Initial Questionnaire. They were listed as the following:

- Need for local housing
- Provide mixed housing for downsizing too
- Need for more parking – residents parking scheme – some enforcement of parking/ yellow lines to stop breaches
- Need more vibrant shops, fewer galleries
- Want traffic calming and smaller buses – liaison with transport operator
- Seek police presence
- Support better disabled access - ? Conflict with heritage quality?
- Promote a promenade in Commercial Road and traffic calming
- Get rid of second homes?
- Leisure facilities and safe spaces

Following a discussion it was felt that many of the points raised could be merged to form overarching themes. These were identified as the following:

- Traffic and parking
- Housing

- Town Centre
- Heritage
- Commercial/ Industry/ Economy
- Environment

It was agreed to contact the facilitators of Connected Communities, ReImagine Penryn and Penrynopoly and ask them to produce a bullet point list of the main themes that came out of their projects to feed in to the aims and objectives.

It was agreed to review the agreed aims and objectives every 3 months as the plan evolves and more consultation is carried out.

4. RECRUITMENT OF NEIGHBOURHOOD PLAN PROFESSIONAL

Mark Goodman and Sarah Martin from Lemon Gazelle CIC attended the meeting and talked the steering group through the service that they could provide throughout the development of the Neighbourhood Plan. They outlined the various stages of the plan that they approached in a modular style which they suggested makes best use of often limited resources. A sample brief was distributed to members outlining the indicative costs of each module. They commented that much engagement work had already been carried out in Penryn and in identifying possible issues raised by residents, Lemon Gazelle could help to identify the options around these and demonstrate that the appropriate process has been gone through to find the most suitable outcome. They also emphasised the importance of starting an evidence base document as soon as possible to ensure an accurate record is kept. In the final stages of drawing up the policies Lemon Gazelle would help to ensure that they were written in a robust technical format aimed at planning professionals.

5. NEIGHBOURHOOD PLAN TOOLKIT

This item was noted.

6. DATE OF NEXT MEETING AND AGENDA ITEMS

It was noted that the next meeting will be 23 January 2017 at 6pm, venue to be confirmed. It was agreed to add Vision Statement to the next agenda.

There being no further business the meeting was closed at 7.30pm.