

Minutes of the Penryn Neighbourhood Plan Steering Group

Monday 27 March 2017

Attendance: D Garwood, Chair (DG), J Willetts (JW), S Persighetti (SP), M May (MM), L Body, minutes (LB)

Agenda Item:	Minute:	Action:
1. Apologies	M Northern (MN), F Crowe (FC), C Smith (CS), R Mitchell (RM)	
2. Minutes of Previous Meeting	The minutes of the previous meeting were noted as accurate.	
3. Initial Review of the Launch Event	<p>DG explained to the meeting the set up and design layout of the Temperance Hall on the day and that it looked very professional and comprehensive. Unfortunately no press turned up but photos were taken. These will be sent to LB to upload onto Facebook.</p> <p>There was a busy rush between 11.00am and 1.00pm and probably totalled between 80 and 90 people. Everyone was really engaging and wanted to get involved and lots of people were keen to sign up to the Steering Group and to be included on the mailing list. Some children were also in attendance and there was a good demographic spread. MM suggested getting more children involved in future workshops.</p> <p>Potential new Councillors were also in attendance along with students from Penrynopoly.</p>	LB
4. Next Steps	<ul style="list-style-type: none"> • Need to keep momentum going now and regular public engagement is key. Possibly through a newsletter? • Have a presence at May Day (use the Town Council Gazebo as a stall) and create some flyers on future steps • Megan Beck (MB) has fulfilled her role very well and will feed back next steps • Further discussion to be had on the writing of the Policies • Informal workshops to be set up (first one on the 26 April in the Town Hall) to discuss the information collated on the Launch • For further re-engagement, all those expressing an interest on the day to be invited to the workshop • 'Thank you for attending' letters to be sent out 	<p style="text-align: center;">MB</p> <p style="text-align: right;">DG/LB DG/LB</p>

	<ul style="list-style-type: none"> • Terms of Reference to go to the next council meeting on the 3 April to discuss Chairmanship • Mileage claims to be input by those on the Steering Group that travel a distance • A Facebook page to be set up initially with a view to also using WordPress (an online, open source website creation tool) which will give a more formal way of interaction and is more honed for ongoing consultation. • Further discussion to be had on the potential for a pop up shop in Penryn for student and community engagement. • Steering Group minutes to be uploaded on the Town Council website until the Facebook page and NP website has been created. 	<p>MM</p> <p>LB</p>
5. Date of Next meeting`	Wednesday 26 April for an informal workshop in the Town Hall	