

St Just and Pendeen Neighbourhood Plan  
Community Engagement Group Minutes  
6th February 2019, 7pm, St Just Council Chambers.

Present - Neil Taylor , Jill Taylor , Marna Blundy , Rachel Fisher , Dave Stevens , Dot Stevens , Cait Chalwin.

Apologies - Sue James, Emily Early , Julia Kerrison, Sara Olivier , Mark Hankins , Neill Maguire

Vanessa Luckwell from Cornwall Council attended the meeting to share her experiences working with other NH Plans Community Surveys. A general discussion ensued points of interest were.

- It is usual for the NH Survey to propose development sites that the community can express an opinion on.
- It is possible to have hard copies delivered to every home supported by online , but we would need to consider how we would minimise risk of multiple submission.
- Consideration of having a specific section for young people.

### **Actions from last meeting**

**NT** to Contact Amberley ref their survey - contact has been made awaiting contact from person who devised survey.

**NM** to take photo for Cornishman ref Have Your Say - Action deferred  
All other outstanding actions are on main agenda.

### **Website**

**RF** now has administrator rights and will be working to upgrade the website with **DS** at the next meeting.

### **Community Engagement Strategy**

**MB** has produced a CEG , the group felt that this was a comprehensive document that reflected the work that had been completed and outlined plans for the future. Document to be forwarded to Steering Group.

### **Naming the Survey**

It was considered important to give the forthcoming neighbourhood survey a brand and identity. The name decided on was **Defining Development Neighbourhood Survey**. It was felt that the title reflected the purpose of NH Planning and that the survey gives the community an opportunity to define future development in the parish.

**Group Work** - the meeting broke into two work groups.

### **Survey Design Team**

The group worked with **DS** from BEG/NEG to formulate a sample question that could then be shared with BEG/NEG

### **Logistics Team**

Formulated dates and method for the Defining Development Neighbourhood Survey.

The Survey will be delivered to all addresses in the Parish on **Saturday 15th June** they will be collected on **Saturday 22nd June**. There will be numerous posting boxes that will be in place across the Parish.

There will be approx 3000 addresses to deliver to , the group require a minimum of 60 volunteers to deliver and collect therefore keeping the delivery rounds to 50 premises each.

**ACTION for all groups** - we require maximum participation on 15th and 22nd June to make this a manageable and successful process. Please put it in diaries now , and let us know where you would prefer to deliver to.

### **Costings**

The Parish Council require estimates of expenditure for forthcoming year

**ACTION - JT** get quote for 3000 survey document based on Amberley Doc as a guide, 3000 leaflets , 50 delivery bags , Posters for marketing.

Date of Next Meeting Wednesday 20th February Council Offices