

ST JUST PENDEEN NEIGHBOURHOOD PLAN

STEERING GROUP

Minutes of meeting 15 April 2019 7pm

The Knut, St Just

Attending:

Steve Hall (Chair), Zoe Baxter, Jeremy Redwood, Debbie Shephard, Judith Summers (Secretary), Neil Taylor (CEG), Jill Taylor, Sarah Tieken (Treasurer)

Apologies: Kate Beckly, Dot Stevens

Also present: Constance Moore

1. Declaration of interests

- No interests were declared.

2. Minutes of meeting 18 March 2019

- These were approved and signed.

3. Matters arising

- Position of Vice-Chair: SG agreed that this position was not needed at this time.
- Community Engagement Strategy: Vanessa Luckwell of CC had advised that this met the requirements.
- Proposed development at Gews, St Just: JS had emailed the developers twice with a list of questions but had not received the courtesy of an acknowledgement. SG suggested that she try one more time.
- Website: we were still waiting for photographs for the home page which would link through to topics. NT offered to supply some.

4. Built/Natural/Historic Environment Group

- Work was continuing to complete the text for the community survey, to be passed to CEG for putting into final form. NT pointed out that the deadline for CEG to have this was very close. SG noted that the process had been very rigorous, with group working and challenge between members and between BHNEG and CEG.
- SG agreed that the draft text should be circulated to SG members for any comments or queries and then to Melissa Burrow, Cornwall Council, for a technical check. Dot Stevens and NT were given joint responsibility for the final text.
- In the work between the groups, questions on sustainability had not yet been circulated, although they were also being woven into different topics in the survey. Members were

concerned that the survey should address climate change adequately. Debbie Shephard offered to work through the specimen questions available from the Centre for Sustainable Energy (CSE) and select some to be considered at CEG on 17 April. JS would inform Dot Stevens. (Correspondence from CSE was circulated with the papers for this meeting.)

5. Community Engagement Group

- JT reported that CEG had 20 people to deliver the survey on 15th June; they would like to have 50.

6. Project Plan

- JS introduced the updated project plan. Actions for January – March (traffic lighted) had largely been done, with some slippage over preparation of the questionnaire. The main activities of the next five months would centre on completing, distributing and analysing the results of the community survey; work to ensure there was a sound evidence base for the plan; and further dialogue with stakeholders. SG approved the updated project plan.
- It was intended to contact stakeholders such as AONB, WHS, Geevor, and the Surgeries. A briefing session with AONB was arranged for May 22nd, 2.30 pm.
- Cornwall Council had advised that we should inform landowners of the survey before it went out, but that we could only make a list of landowners by `asking around`. JS would ask SG members and others likely to have such knowledge and produce a first list for the next meeting, at which SG would agree on how they should be approached. SG noted that the survey needed to include a disclaimer that the identifying of possible locations for development was not legally binding and implied no commitment.

7. Finance

- ST reported that the budget (circulated with the papers for the meeting) had been submitted to the Town Clerk.
- There would be one bid for funding shortly and one in the autumn. The Town Clerk would lead in preparing these. ST and TW were ready to support the bid-writing. ST was concerned that it might be difficult to stay within the budget as we were not able to know precisely what spending would be needed later in the year.
- Items of spending of over £100 must be invoiced and the invoices sent (via ST) to the Town Clerk, so that VAT was not due.

8. Matters to report from the Secretary

- At an update meeting, Penwith Landscape Partnership said that the Local Landscape Character Assessments would start in August, so to be available during drafting of the NP. The `Parish Pack` would be available sooner.
- Dot Stevens and JS attended a `surgery` meeting with Melissa Burrow, CC, which had been useful in supporting BNHEG's current work and understanding submission requirements for the NP. CC has agreed to provide a list of planning permissions – both carried out and extant. It was confirmed that the NP would last till 2030.

- Housing needs survey: a meeting would be arranged with Sarah Robert, the CC officer, concerned, to discuss the detail.
- Local facilities lists (from CC) are being updated and JS asked for SGs help with this.
- Information on school capacity and sewage/water capacity had been received.
- A brief article for May Outreach was submitted.

9. Dates of next meeting

20 May

AGREED ACTION

- Re-contact Gews developers (JS)
- Complete work on the survey (Dot Stevens, NT)
- Climate change questions for survey (Debbie Shephard)
- Stakeholder contacts (JS)
- Establish list of landowners (JS, all to contribute)
- Meeting re housing needs survey (JS, Jo Forsyth)
- Update facilities lists (All)