

ST JUST PENDEEN NEIGHBOURHOOD PLAN

STEERING GROUP

Minutes of meeting 18 February 2019 7pm

St Just Council Chamber

Attending:

Steve Hall (Chair), Robert Chadder (Vice-Chair), Kate Beckly, Dot Stevens (BNHEG), Judith Summers (Secretary), Neil Taylor (CEG), Sarah Tieken (Treasurer)

Also present: Grenville Prowse

Apologies: Zoe Baxter, Jeremy Redwood, Debbie Shephard, Tim Wotton

1. Declaration of interests

- No interests were declared.

2. Venue for meetings

- In view of difficulties of securing council members to open the Council Chamber it was agreed that the Knut should be booked for the next three meetings, subject to suitable table space being available. . Grenville Prowse was thanked for his help for this meeting.

3. Minutes of meeting 21 January 2019

- These were approved and signed.

4. Matters arising

- Skills audit: this was progressing well and a report would be made to the next meeting.
- Stakeholders: it was agreed that JS would contact the schools to discuss possible activities to contribute to the NP itself, and would consult Marna Blundy about this.
- Strategic Objectives: TW had prepared a longer document for use as work on the plan and public consultation went forward. DS pointed out that some details were at variance with the work of BEG. It was agreed that there should be further discussion with TW and if practicable email consultation on a revised document which could then be published.

5. Community Engagement Strategy

- NT presented the draft strategy, which had been prepared by Marna Blundy and approved by CEG. It was approved but agreed that this should be sent to Vanessa Luckwell (CC) to check that it met requirements.

6. Community Engagement Group – report

- NT reported that the questionnaire would be entitled the *Defining Development Neighbourhood Survey*. It was intended to distribute one questionnaire per household on 15th June, with the options of collection a week letter or returning through 'post boxes'. The group had not yet decided whether it would be available on-line. Information in the returns would identify the profile of each household.
- It was agreed that land allocation should be included in the survey, and BEG would be using pre-existing information for this; infrastructure and business premises would also be included. Advice would be sought on how to work with landowners on this.

7. Website

- It was noted that the renewal of fees for hosting (currently by Webfooteddesign) would be due in April. Members considered that a radical re-design in the interests of engaging the community would require a funding bid and pre-supposed that traffic could be attracted.
- It was agreed that Dave Stevens, Rachel Fisher and Judith Summers should consider improvements to the current website (as scheduled by CEG for their next meeting) and a report would be made to next SG meeting.

8. Built/Natural/Historic Environment Group

- DS reported that following the production of specimen questions (on wildlife and biodiversity) a format for survey questions had now been agreed with CEG. Members of BNHEG were now working in small groups to produce the questions. The group was addressing a batch of topics at each meeting and passing the outputs on to CEG. Topics had been identified via Have Your Say, using the categories which the groups had originally defined. It was agreed that the survey questions must have a purpose in relation to the NP. It was noted that 'local facilities and services' had been left to SG and needed consideration.
- Work was also proceeding well in the Sustainability sub-group. It was noted that the 'Extinction Rebellion' group wished to be in touch following their St Just meeting on February 15th. KB volunteered to act as a link with the group.

9. Finance

- Current year: ST had nothing further to report.
- 2019/20: ST explained that we needed to identify what we wished to bid for. The views of BEG and CEG were needed. NT had already obtained estimates for the survey. The first stage of bidding was to prepare an expression of interest. ST and JS would work on this and the possible bids and report back at the next meeting.

10. Dates of future meetings

18 March, 15 April, 20 May

AGREED ACTION

- Book Knut for next three SG meetings if table space available (JS)
- Contact schools re NP activities (JS, with MB)
- Contact TW re revision of strategic objectives document (JS)
- Send Community Engagement Strategy to Vanessa Luckwell (JS)
- Seek advice from CC on landowner engagement (JS)
- Website improvement (DS, RF, JS)
- Plan for how 'local facilities and services' will be addressed in the work to the survey (SH/JS)
- Contact Extinction Rebellion and discuss the work being done for the NP (KB)
- Work on finance for 2019/20 (ST/JS)