

# ST JUST PENDEEN NEIGHBOURHOOD PLAN

## STEERING GROUP

Minutes of meeting 26 November 2018 7pm

St Just Council Chamber

*Attending:*

Steve Hall (Chair), Robert Chadder (Vice-Chair), Zoe Baxter, Mel Faulkner (CEG), Jeremy Redwood, Debbie Shephard, Dave Stevens (Information), Judith Summers (Secretary), Tim Wotton

Also present: Constance Moore (NHEG), Vanessa Luckwell (CC).

*Apologies:* Jess Morris (BEG), Grenville Prowse (NHEG) Sarah Tieken (Treasurer)

### 1. Minutes of meeting 29 October 2018

- These were approved and signed. There were no matters arising.

### 2. Have Your Say draft report

- It was agreed that this was a substantial, high quality report. CEG were thanked for their work, particularly Rachel Fisher who had produced the report.
- MF explained that the public comments quoted in the report had been selected to illustrate the issues raised in responses, going beyond single-word replies. The statistics showed the weight given by the public to various issues. This would be explained in the final text. There was also concern that the report might appear St Just-centred. It was agreed that there should be an explanation that the comments reflected what had been received and that proportionately attendance at the Pendeen and SDt Just events had been similar.
- It was noted that overall the response rate had been fairly normal for this sort of exercise, but that we needed to look to being ambitious and engaging more and different people.
- It was agreed that there should be an insertion to reflect the role of the Town Council; JS to supply text.
- It was agreed that the report, as amended, should be published on the website as soon as possible and that a cover statement should be drafted which could also be used for publicity on print and social media. Copies should be placed in the Council Chamber and the Library. CEG should consider ways of feeding back to the community.

### 3. Revised project plan

- TW presented a paper giving an overview of work to complete the NP, so that members could agree the purpose of the plan and the stages involved. Detailed work would follow, in consultation with the sub-groups, to produce an updated spreadsheet, to be used by SG to monitor progress. It was noted that timescales, milestones and

finance should be included.

- It was noted that the next stage of work, after Have Your Say, would be to refine options based on Have Your Say results, as a basis for designing the public questionnaire. It was noted that BEG had already made progress towards this.. It was agreed that we should aim to put out the questionnaire in June 2019.
- It was agreed that a workshop for SG and sub-group members should be organised on 8 January, to draft strategic objectives for the NP (as proposed in TW's paper), based on the Have Your Say report intelligence. DS, JR and VL agreed to plan and lead the workshop.
- CM reported that NHEG had experienced some difficulty in setting a direction, and that a merger with BEG had been proposed. SG agreed to support this if the groups wished it.

#### **4. Sustainability in the NP**

- JS introduced the paper prepared from work by David Osbourne-Broad (BEG). SG agreed to commit to the principle that the NP should be as green as possible, and to build options for this into proposals for the questionnaire round.
- It was also agreed to:
  - register our interest with the Centre for Sustainable Energy and access their assistance
  - seek information from Cornwall Council for a stocktake of the current position in regard to planning policy and decisions
  - ask BEG/NHEG to familiarise themselves with the CSE 'How green is my plan' checklist and use this to review options which they develop; and specifically to look at proposals for renewables
  - organise a community engagement activity to explore public views and inform the development of options.
- It was suggested that David Osbourne-Broad and interest members from NHEG might be asked to form a sub-group to take this forward.

#### **5. Stakeholder consultation**

- JS reported that most stakeholders (as agreed at the last meeting) had now been successfully contacted and meetings set up.

#### **6. Reports**

- Treasurer: ST reported by email that she was sorting out year end details as requested by the Town Clerk and checking why figures did not tally. About. The £500 grant from Live-West had now been used . It was noted that an application should be made for a modest sum to cover further expenses to the financial year-end, and that a 'Locality' application should be prepared for submission on 1 April for the next financial year.
- Information/website: MF reported that CEG was considering how the front pages of the website could be made more attractive. There was some discussion of a

transfer of administrator responsibility.

- BEG: work was progressing well and each member had taken responsibility for work on a topic.
- NHEG: see above.
- CEG: MF reported that CEG needed to regroup with the completion of Have Your Say, and that she intended to step down. She was thanked for all she had done.

## **7. Dates of future meetings**

- 28 January, 25 February

*(Note: the meeting cycle for the Town Council means that these dates will need to be changed – Secretary)*

## **AGREED ACTION**

- Have Your Say amendment on role of Town Council (JS)
- Produce cover statement for Have Your Say (MF/RF/JS)
- Publish and distribute amended Have Your Say report and consider feedback to community (CEG)
- Produce revised project plan spreadsheet for next meeting (TW, JS)
- Strategic objectives workshop (DS, JR, VL; JS to send out information and book library)
- Provide checklist for report to TC (JS)
- Register interest on sustainability with CSE and discuss next steps with BEG/NHEG (JS)