

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING No.21, HELD IN THE COUNCIL CHAMBER,
ROCK METHODIST CHURCH
ON WEDNESDAY, 8th MAY 2013 @ 7pm**

Lowlands:	Cllr. Chris Taper (Chairman)	Cllr. Carol Mould	Cllr. Gail Webb
Highlands:	Cllr. Brian Lane	Cllr. Brian Owen	
Also present:	Mr David Short Mrs Diana Millington	Mr Charlie Turner	Mrs Helen Rawe
In attendance	Mrs Thompson (Clerk)	Mr Keith Snelling	

Minute	AGENDA ITEMS	Action
NDP81/13	<u>Apologies for Absence</u> – Mrs Priscilla Baxter, Mr Hugh Ridgway and Mr Alex Roads.	
NDP82/13	<u>Meeting No.20</u> – notes from the meeting, previously circulated via email.	
NDP83/13	<p><u>Project Manager</u> – Mr Snelling reported that recent activity had mainly been centred on the Public Consultation Event (PCE). A meeting had been held with Mr Robert Lawrence and Ms Endellion Shape to discuss putting together the questionnaire. A further meeting had been held with Members of the Golf Club, this had proved very useful.</p> <p>Mr Snelling advised that Mr Ridgway had circulated details of the PCE to 1,000 Members of the Golf Club. Cllr. Mould added the Sailing Club is considering undertaking a similar exercise to inform their Members.</p>	
NDP84/13	<u>Public Consultation Event (PCE)</u> – to be held on Saturday, 18th May from 10am-4pm and Monday, 20th May from 10am-4pm in the Perceval Institute.	
NDP85/13	<p><u>Working Groups</u> – Mr Snelling and Cllr. Mould had visited all of the Working Groups. Cllr. Mould reported the displays are coming together nicely. Mr Snelling was thanked for all his work in collating the various display material.</p> <p>There was a general discussion, regarding the logistics of getting the display boards to the venue. Cllr. Mould and Mr Snelling will visit the venue to consider the layout, etc.</p> <p>‘Thank you for coming’ cards are to be provided with the web address for people to view the display material, together with an opportunity to make comments. The opportunity will be taken to seek volunteers, from those who attend.</p> <p>The Clerk to send invitations to appropriate County Members: Cllrs. John Pollard, Colin Brewer, Scott Mann, Andy Penny, Jeremy Rowe and Richard Buscome; and CC officers: Ms Sarah Arden and Ms Sarah Sims. The latter to be asked to ‘spread the word’ to include the parishes in the Community Network Group and representatives from CC’s Highways and Environmental departments. Invitations also to be sent to the National Trust – Mr Mike Simmonds; Padstow Harbour Commissioners; Polzeath Marine Conservation Group – Ms Abby Crosby and Mr Nick Pickles and the Police – PC Taylor.</p> <p>Cllr. Mould will ensure a map is available, marked with the development boundary.</p> <p>1. <i>Housing Needs Survey WG</i> – cover is available for the PCE. Mrs Rawe sought clarification on the content of the questionnaire for the Housing Needs Survey/Homechoice Register. It was AGREED to clarify what is required from event attendees by giving instructions at the top of the forms.</p> <p>WG Members: Cllr. Carol Mould (Leader), Mrs Priscilla Baxter, Mrs Helen Rawe and Mr Alex Roads.</p>	<p style="text-align: right;">Cllr. Mould / Mr Snelling</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Cllr. Mould</p>

	<p>2. <i>Environmental Survey WG</i> – cover is available for the PCE. WG Members: Cllr. Carol Mould (Leader), Mr Chris Elwen, Mr Mike Hewitt and Ms Di Millington.</p> <p>3. <i>Planning WG</i> – cover is available for the PCE. WG Members: Cllr. Gail Webb (Leader), Cllr. Carol Mould, Mr Christopher Pearman and Mr Guy Shaw Stewart.</p> <p>4. <i>Businesses WG</i> – Mr Ridgway to confirm availability for the PCE. Future consideration to be given to involving ‘large businesses’ which serve St Minver, e.g. representative from Spar HQ and St Austell Brewery. WG Members: Mr Hugh Ridgway (Leader), Mr Jeremy Davies, Mr Henry Herzberg, Mr Mike Parry and Mr Rob Mably.</p> <p>5. <i>Infrastructure WG</i> – cover is available for the PCE. WG Members: Cllr. Brian Lane & Cllr. Brian Owen (Joint Leaders), Mr Alex Roads and Mr Charlie Turner.</p> <p>6. <i>Leisure WG</i> – cover is available for the PCE. WG Members: Cllr. Brian Lane & Cllr. Brian Owen (Joint Leaders), Mr Jeremy Davies and Mr Charlie Turner.</p> <p>7. <i>Communications WG</i> – cover is available for the PCE. WG Members: Mr David Short and Mr Keith Snelling are the only Members, more are needed.</p> <p>8. <i>Vision WG</i> – no presence at the PCE is needed. WG Members: Cllr. Chris Taper (Leader), Mr Henry Herzberg, Mr Rob Mably, Cllr. Carol Mould, Mr David Short and Mr Mike Parry.</p>	
NDP86/13	<p><u>Public Consultation Event Publicity</u> – Members received an update regarding:</p> <p>a. <i>Advertisements</i> – to be placed in:</p> <ul style="list-style-type: none"> ○ <u>St Minver Link</u> – completed. ○ <u>North Cornwall Advertiser</u> – completed. ○ <u>Cornish Guardian</u> – in hand. ○ <u>Email Links</u> – the Clerk to send a poster and request the ‘Information Links’ to email it to their contacts with details of the PCE. <p>b. <i>Fliers and Posters</i> – completed.</p> <p>c. <i>Name Labels</i> – in hand.</p> <p>d. <i>Refreshments</i> – in hand.</p> <p>e. <i>Survey Forms</i> – in hand.</p> <p>f. <i>Publicity</i> – a photographer has been organised, this will be used as the basis of a press release.</p> <p>g. <i>Welcome Desk / Signing In</i> – in hand.</p>	Clerk
NDP87/13	<p><u>AONB Pilot</u> – the pilot group will organise their Landscape Assessment workshop, hopefully, in early June. They will be in attendance at the PCE. AONB Pilot Project Members: Ms Tracey Edwards, CRCC; Ms Kath Statham (Landscape Officer) and Ms June Crossland (CC Planner).</p>	
NDP88/13	<p><u>Public Relations Person</u> – Minute NDP25/2013 refers. This would be an advisory position. The ideal candidate would be enthusiastic and knowledgeable in the subject. In the absence of Mr Road, there was no update.</p>	
NDP89/13	<p><u>Financial Items</u> – <i>Income & Expenditure Report</i> – circulated at the meeting.</p>	

	a. <i>NDP Grant</i> – there was general discussion regarding a possible grant of up to £7,000 towards NDP projects. Mr Snelling will look into this.	Mr Snelling
NDP90/13	<u>Next Meetings</u> – 22 nd May 2013.	
NDP91/13	<u>Meeting Closed</u> – 20.10pm.	