

**NEWQUAY NEIGHBOURHEAD PLAN: WORKING PARTY MEETING**

**11.00AM 15 January: Room 11 Marcus Hill**

**Present:** NTC: Lynda Cherry, Joanna Kenny (notes), Louise Sykes  
 CRCC: Claire Hurley, Tracey Edwards  
**Apologies:** John Rainbow, Darren Daniels, Dave Sleeman,  
 Judie Bashford

ITEM	NOTES	ACTION
<p><b>1</b></p>	<p><b>PROGRESS</b></p> <p>i. <b>Scoping Survey:</b> 123 responses recorded – need more to make it statistically significant. Agreed to keep survey open until next consultation started.</p> <p>ii. <b>Analysis:</b> CRCC have produced an analysis of key themes (likely to be policy areas), available on Basecamp.</p> <p>Top themes (&gt; 50% selection)</p> <ul style="list-style-type: none"> <li>• Community Facilities</li> <li>• Natural Environment</li> <li>• Connectivity (i.e. transport, parking, footpaths)</li> </ul> <p>Secondary Themes (&gt; 30% selection)</p> <ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Business (developments, training, Tourism)</li> <li>• Design (Houses, heritage (inc shop fronts),renewable energy</li> </ul> <p>CRCC had asked their planning expert to match these themes against the Town Plan – to identify what exists in planning, what could be added, what is not appropriate to planning. Should be available for Schools meeting and to be placed on Basecamp.</p> <p>Meeting discussed parking in new developments – can we have a policy that requires one parking place per bedroom? CRCC to query with their planning expert</p> <p><b>iii. Communications</b></p> <ul style="list-style-type: none"> <li>• Next Consultation led by NTC (as opposed to Schools</li> </ul>	<p>CRCC</p> <p>CRCC</p> <p>CRCC</p>

	<p>exercise) – to be agreed with Steering Group, aiming for March.</p> <ul style="list-style-type: none"> <li>• CRCC were producing regular update reports for Web site – NTC to bring up to date and request press to publish</li> <li>• CRCC provided a display stand – for non NTC projects as well (if needed). DS would complete items (headings etc) with existing photos for display. CRCC would hold stand – NTC the display details</li> </ul> <p><b>iv. Schools Liaison</b></p> <ul style="list-style-type: none"> <li>• CRCC meeting with schools on 16<sup>th</sup> to scope their market research module</li> <li>• Some media interest because of the involvement of schools – seems to be unique in Cornwall and possibly the UK? Pirate FM interested in running a story. The meeting approved in principle – but only with the agreement of the Schools - to be raised at next Schools meeting</li> <li>• Next meeting with Schools 4 February. In the evening, NTC would man a stand on Neighbourhood Plan at the ‘Options Evening’ at Tretherras</li> <li>• Suggestion to involve junior schools in ‘Youth Referendum’ – feedback from schools meeting, agreed, the senior schools had already started to talk to their Feeder schools in Newquay</li> </ul> <p><b>v. Budget Spend</b></p> <ul style="list-style-type: none"> <li>• Andy Curtis had filed grant report. DCLG satisfied and would provide remaining £7090 (out of £7,000 grant awarded)</li> <li>• Spend so far well within the £7K grant and drawn down by CRCC. CRCC would keep up to day a Timesheet monitoring document recording their costs – to be updated on Basecamp</li> </ul>	<p>CRCC</p> <p>NTC</p> <p>CRCC</p>
<p>2</p>	<p><b>WEBSITE</b></p> <p>i. This item attended by Town Clerk. Agreed that the structure of the Town Council website did not suit the requirements of</p>	

	<p>the NNP.</p> <p>ii. The Clerk had already obtained a separate domain name. It was agreed that CRCC would investigate the costs of set up and training for a Wordpress based site – managed by NTC – and the Working Party would seek authorisation for the spend from the Planning Committee. Louise Sykes likely to be nominated the manager of the site.</p> <p>Secretary’s Note: Authorisation obtained from Planning Committee on 9/2/2015 for spend of the order of £70 + VAT for the “skin” and £300 + VAT for a day’s set up and training.</p> <p>iii. Need a fixed path from the NTC home page to the NNP – say a static Icon or Tab?</p>	<p>NTC/CRCC</p> <p>NTC</p>
<p>3</p>	<p><b>OTHER PUBLICITY</b></p> <p>i. Posters – No apparent progress on distribution – agreed reorder action point as below for chasing up</p> <p>Action to: Where:</p> <p>Joanna: Rowing Club, Heron Centre, Football Club Dentists (with John)</p> <p>Lynda: NTC Notice Boards, Disabled Club, Surgeries Hospital, Chiropodists, Children’s Centres (Trenance, St Columb Minor), Sports Centre</p> <p>Dave WI (Crantock St)</p> <p>Darren Happy Days, Bishops School, Morrisons</p> <p>Claire Jungle Jacks</p> <p>Judie/ Louise One Stop Shop, Library, for QS working party</p> <p>Further sites to be discussed with Steering Group</p> <p>ii. Supermarkets. Successful afternoon at ASDAs. Awaiting responses from other supermarkets – Darren will</p>	<p>JK</p> <p>LC</p> <p>DS</p> <p>DD</p> <p>CH</p> <p>JB/LS</p> <p>DD</p>

	<p>chase up Morrisons.</p> <p>iii. Events - Attempt to place table or share table at any event where residents gather. Experience shows need to be at event where public expect to browse rather than pass by.</p> <p>iv. Theme meetings, social events (for entry, complete a return), sponsors for entertainment?</p> <p>v. Possible Photo/Media competition – would be independent of schools. Small prizes (possibly get Town Council to fund), Exhibition to interest parents – and the best selected to illustrate Plan Schedule after Easter – CRCC to scope, possible subjects: The ideal playpark, favourite place in Newquay, individual plan themes – environment, shops etc.</p>	<p>CRCC</p>
<p><b>4</b></p>	<p><b>STEERING GROUP</b></p> <p>i. Next meeting had been scheduled for Wednesday 28<sup>th</sup> January, but needed to be rescheduled because of clash with new NTC Council meeting. CRCC to find a new date (29<sup>th</sup> January) but appreciate it's late notice for attendees.</p> <p>ii. Need to discuss membership – have we the right people. Unfortunately Jenni Gough was unable to attend to represent smaller landowners - Dave Sleeman to discuss an alternative with her. Gill Moore, substituting for Rachel Craze for NCCT would be a useful addition with her interest in design?</p> <p>iii. Agenda to include: Terms of Reference, Progress, Schools Update, Emerging Themes.</p> <p>iv. Attendees once formally signed up as members to be given access to documentation on Basecamp</p>	<p>DS</p>
<p><b>5</b></p>	<p><b>ACTION POINTS NOT COVERED ABOVE</b></p> <p>i. <b>Link with Town Council publications :</b></p> <p>Andy Curtis has this in hand via QS committee. There was a</p>	<p>AC</p>

	<p>Town Crier scheduled for May which should include an article on the Neighbourhood Plan</p> <p><b>ii. Working Party Administration, TOR etc :</b></p> <p>Andy Curtis to progress at Planning Committee</p>	AC
<b>6</b>	<p><b>AOB</b></p> <p><b>Next Meeting</b> As scheduled, 26<sup>th</sup> February 10am Room 11 Marcus Hill - not for one meeting only, the 4<sup>th</sup> Thursday of the month - and starting at 10am to fit in for a following meeting for CRCC in Newquay.</p>	