

NEWQUAY NEIGHBOURHEAD PLAN: WORKING PARTY MEETING

11.00AM 16th October: Room 11 Marcus Hill

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

ITEM	NOTES	ACTION
<p>1</p>	<p>INITIAL SURVEY</p> <ul style="list-style-type: none"> i. Acknowledgement sent to Fish Festival sign ups – some problems with email addresses ii. Survey Monkey was available on Web site. A few additional sign ups – but need to encourage more up to December. iii. Monthly update to be put on Web site – CRCC provided text for October. Judie to send emails to signatories when monthly report up iv. Need to confirm – have we sent something to those not on email? v. Could also use monthly update report as the basis of a regular report in the Voice – liaise with Clerk who manages interaction between Council and press. <p>Note: Clerk has talked to editor and principle seems OK – need “art work” which we have taken to mean an article title and some sort of Icon to head the article – suggestions?</p>	<p>Done</p> <p>Judie</p> <p>Judie</p> <p>NTC/ CRCC</p>
<p>2</p>	<p>WEBSITE</p> <p>Still under development – would be grateful for independent review and suggestions for update</p> <p>Note: Now has a link from the Town Council home page direct to Neighbourhood Plan – but Icon discussed above could be used</p>	<p>CRCC</p>

3	<p>OTHER PUBLICITY</p> <p>i. Posters – for Town Council noticeboards, also any general gathering sites not suitable for leaflets. CRCC have provided a sample – Judie will produce and laminate as requested. Current design needs contact details – CRCC to provide design – NTC can laminate and distribute as required. Sites and responsibilities –with leaflets if appropriate</p> <ul style="list-style-type: none"> • 6 for Town Council notice boards –Lynda • Disabled Club – Lynda • Hospital - Lynda • Doctor’s Surgeries, Chiropractors, etc – Lynda • Childrens Centres (Trenance, St C. Minor) – Lynda • Sports Centre – Lynda • Jungle Jacks – Claire • Happy Days - Darren • Dentists – Joanna/John • Rowing Club – Joanna • Heron Centre – Joanna • Football Club - Joanna • WI Crantock St – Dave • Sports Centre - ? • One Stop Shop – Judie • Library - Judie • Discuss with businesses at Steering Group • Used by QS Working Party – Judie • Bishops School – Darren <p>ii. Supermarkets. Draft letter had been provided – to be circulated for approval. To ask for spot to engage with shoppers between now and December – and next year - preferably Saturday morning but any time acceptable. Also add request to put up poster. Darren to hand deliver to Morrisons</p> <p>iii. Events - Attempt to place table or share table at any event where residents gather:</p> <ul style="list-style-type: none"> • Mayor’s events 8 Nov, Tretherras Craft Fair/Christmas Fair – Joanna to grab a spot on Cancer Research tables • Any other suggestions welcome 	<p>JB</p> <p>DD</p>
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<p>4</p>	<p>MEETING WITH SECONDARY SCHOOLS</p> <ul style="list-style-type: none"> i. Successful first meeting on September 24th, both schools keen to be involved and are looking how the NNP could fit in the exercises in their school year. ii. Dave Sleeman to develop a presentation that could be used for pupils iii. Further meeting scheduled for 22 October 	
<p>5</p>	<p>STEERING GROUP</p> <ul style="list-style-type: none"> i. While Town Council responsible for registering plan – and hold budget, Assessors would require evidence of Community leadership from outside the Council that steered and directed the plan. ii. Aim for a group of around 12 – suggestions: <ul style="list-style-type: none"> • Regeneration Forum (via Andy Cole), • BiD (their office), • NCCT (Rachel Craze, also Bid) • Pentire and Porth Residents Associations (Lorraine Harrison/Jean Smith - Central/Treloggan/Mayfield already represented by Working Party members), • June Fullwood (Nature, Cottages) • Tourist Industry <ul style="list-style-type: none"> ▪ Hotels (try Howard Young of Bristol Hotel) ▪ Will Ashworth, Watergate Bay, chaired 20 year plan) • Landowners (Tim Grey of Duchy), • Schools <p>A further suggestion was a Newquay architect – suggestions welcome</p> <p>CRCC had provided proposed text for invitation letter, personalise text for each proposed attendee for issue early November</p> <p>First meeting 7pm 26 November and thereafter scheduled at 2 monthly intervals to September 2015 (i.e. after Neighbourhood Plan drafted) - Coffee to be provide (Note: Judie found the hot water flasks)</p>	<p>JK</p>

<p>6</p>	<p>ACTION POINTS NOT COVERED ABOVE</p> <p>i. Plan Registration</p> <p>Plam has been formally registered by Cornwall Council</p> <p>ii. CRCC Invoice</p> <p>Invoice to cover grant spend this year being progressed and should be dispatched imminently. CRCC to provide monthly spend against initial budget of £7K</p> <p>(Note: First time recording provided but not invoice)</p> <p>iii. CRCC Basecamp</p> <p>Online project management tool – hold libraries of documents and single masters. CRCC has set up and will resend email invitations (cf https://cornwallruralcommunitycouncil1.basecampHQ.com)</p> <p>iv. Initial survey of evidence now on Basecamp</p> <p>v. Link with Town Council publications</p> <p>Andy Curtis has this in hand via QS committee</p> <p>vi. Working Party Administration, TOR etc</p> <p>Andy Curtis to progress at Planning Committee</p>	<p>CRCC</p> <p>Done</p> <p>AC</p> <p>AC</p>
<p>7</p>	<p>AOB</p> <p>Next Meeting As scheduled, 20th Nov i.e. third Thursday of the month 11am Room 11, Marcus Hill.</p>	