

NEWQUAY NEIGHBOURHEAD PLAN: WORKING PARTY MEETING

11.00AM 19th August: Room 11 Marcus Hill

Present: NTC: Lynda Cherry, Andrew Curtis, Darren Daniels,
Joanna Kenny (notes), John Rainbow, Dave Sleeman,
CRCC: Claire Hurley, Tracey Edwards

ITEM	NOTES	ACTION
1	<p>PROGRESS</p> <p>Andrew Curtis reported</p> <ul style="list-style-type: none"> i. Cornwall Council formal registration of the NNP by Sept 12th ii. Locality Grant approved and first 90% cash received – to be spent in full by 31 December. Agreed CRCC to provide invoice for first £7K of consultancy fees – also to keep ongoing monitor (say monthly reporting to Working Party of hours/costs expended. iii. Both Tretherras and Treviglas senior schools had responded positively to being involved with survey, online submission, etc – and being involved in Steering Group. Meeting to be arranged with both schools in September with Working Party 	<p>CRCC</p> <p>AC</p>
2	<p>COMMUNICATION – PHASE 1</p> <ul style="list-style-type: none"> i. Proposed Flier: <ul style="list-style-type: none"> a. CRCC produced generic first draft – comments on text to be supplied to CRCC by August 22nd. b. Suggested photos – Huers Hut for front page, possibly Harbour and Fistril Beach – or overview of town? Andy Curtis to co-ordinate with TIC. c. Include NNP contact email/Web page and office Tel. No d. Agreed: 10K to be produced for whole life of project – CRCC to produce and estimate of costs. Need to compare with cost from local printers (Joanna – folding machine at zero cost). Ready for Fish Festival (i.e. 11th Sept) 	<p>ALL</p> <p>AC</p> <p>AC</p> <p>CRCC/ NTC</p>

	<p>ii. Initial Survey</p> <ul style="list-style-type: none"> a. CRCC produced draft – comments on text to CRCC by 22 August b. Agreed A4, two sided, B&W to pick up key topics and names/contacts of anyone interested. c. Include NNP email address, Web page link, Telephone d. NTC Office to produce as and when necessary - with suitable first run at Fish Festival. (Note: Bulk run can be Riso'd for 1.5p each) 	<p>ALL</p>
	<p>iii. Web Page</p> <ul style="list-style-type: none"> a. Dedicated Web Page for external access to be set up in the NTC site – linking to fliers, surveys etc b. Not to be confused with BASECAMP being set up by CRCC to hold working documents – emails on Agenda notification to be first in community. 	<p>AC CRCC</p>
	<p>iv. Press Releases</p> <ul style="list-style-type: none"> a. To local papers for September 10th edition – noting presence at Fish Festival b. If formal registration of plan later – a follow up notice once registration complete 	<p>AC AC</p>
	<p>v. Link with Town Council publications</p> <ul style="list-style-type: none"> a. Inclusion in imminent door to door ‘Town Crier’ of a paragraph (based on opening paragraph of Initial Survey?) b. Need to consider use to be made in next year’s edition or annual report conveniently timed to start of formal consultation 	<p>AC AC</p>

<p>3</p>	<p>FISH FESTIVAL PRESENTATION</p> <p>i. Lynda Cherry reported she had arranged a separate table at the Fish Festival – near the TIC stand. She would confirm after the next FF organisation meeting what NNP would need to provide (Table, Chairs, etc)</p> <p>ii. Agreed a relatively simple display – the flier and initial survey, Andy Curtis undertook to provide a map of the parish. Other illustrations could be the Regeneration ‘before’ document with pictures of improvements.</p> <p>iii. 3 days, 10am to 5pm – could be split into 3 2.5 hour sessions. Initially rota to be set up from Working Party but would look for volunteers from Planning Committee and Council to take the odd spot.</p> <p>iv. Expect to collect some immediate then and there surveys. Results to be centralised with download from any online returns.</p>	<p>LC</p> <p>AC</p> <p>JK</p> <p>JK</p>
<p>4</p>	<p>STEERING GROUP</p> <p>a. CRCC produced draft Terms of Reference for Steering Group – comments to CRCC by 30 September but it would be expected that the Steering Group would agree their own TOR</p> <p>b. Prospective members would include representative from Resident Associations, BID, NCCT, Regeneration Forum, Newquay in Bloom, Schools, possibly landowners (The Duchy?)</p> <p>c. Target invitations to be sent out in September (after next Working Party meeting for an October meeting)</p>	
<p>5</p>	<p>OTHER ISSUES</p> <p>Project Plan, Plan Themes, etc to be discussed at next meeting following response from Fish Festival display</p>	

6	<p>WORKING PARTY</p> <p>a Terms of Reference need to be agreed with Planning Committee who hold the budget –in internal Town Council matter, draft to be presented to future Planning Meeting</p> <p>b. Meetings agreed to be held monthly, normally 11am 3rd Thursday of Month (but note suggestion of 4th Thursday in February to avoid absences at half term)</p>	<p>AC</p> <p>JK</p>
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