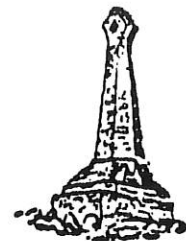




# Carn Brea Parish Council

## Consel Plu Carn Bre



Minutes of the Neighbourhood Plan Working Party meeting held at  
Treloweth Community Hall, Pool, Carn Brea on Thursday 26<sup>th</sup> April 2018 at 10:00 am  
(Following the emergency meeting of the Health, Safety, Staff and Finance Committee)

**PRESENT:** Councillors R. Drew (Chairman), A. Blakeway (Vice Chairman), R. Hendry, C. Jordan, N. Miles, M. Moyle, Mrs. R. Shepherd and P. Sheppard.

**18/04/2/NP/1 APOLOGIES FOR ABSENCE.**  
Cllr. F. MacDonald (Work)

**18/04/2/NP/2 WELCOME AND FIRE PROCEDURES.**

Councillor Drew welcomed everyone to the meeting. The Fire procedures were explained.

**18/04/2/NP/3 MEMBERS TO DECLARE PECUNIARY AND NON- PECUNIARY INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA.**

There were no pecuniary and non-pecuniary interests declared.

**18/04/2/NP/4 TO CONSIDER ANY WRITTEN APPLICATION FOR DISPENSATION ON ITEMS ON THE AGENDA.**

There were no written applications for dispensation.

**18/04/2/NP/5 TO RECEIVE AND APPROVE THE MINUTES OF THE NEIGHBOURHOOD PLAN WORKING PARTY HELD ON 5<sup>th</sup> April 2018**

**Resolved:** That the minutes of the Neighbourhood Plan Working Party held on 5<sup>th</sup> April 2018 are approved and duly signed by the Chairman.

**Proposed:** Cllr. R. Drew      **Seconded:** Cllr. C. Jordan

**18/04/2/NP/6 TO CONSIDER REPORTS ON THE MINUTES**

There were no reports on the minutes to consider

**18/04/2/NP/7 TO RECEIVE ANALYSIS OF THE NEIGHBOURHOOD PLAN DISPLAY EVENT AT CARN BREA VILLAGE**

Thanks were given to Cllr. A. Blakeway for supplying analysis of the public event at Carn Brea Village.

The meeting received and noted the analysis

**18/04/2/NP/8 TO RECEIVE ANALYSIS OF THE INITIAL BUSINESS QUESTIONNAIRE**

Thanks were given to Cllr. Blakeway for completing the analysis of the initial business questionnaire.

The meeting received and noted the analysis

**18/04/2/NP/9 TO DISCUSS ARRANGEMENTS FOR THE FIRST STEERING GROUP MEETING**

Cllr Drew informed that letters of invitation had been sent to volunteers identified to join the steering group.

Illogan Parish Neighbourhood Plan Steering Group Chairman has confirmed that they will attend the first steering group meeting and has given advice on how to conduct the meeting.

It will be important to give a brief summary detailing work involved in producing a Neighbourhood Plan, skills required, steering group roles, working group roles and brief question and answer session at the end of the meeting.

The idea of a form for volunteers to select what working groups they would like to be on was suggested.

The meeting agreed that Cllr. Drew and Cllr. Blakeway meet with the Chairman of Illogan Parish Neighbourhood Plan before the 12<sup>th</sup> May 2018 to gain information on the process of conducting the first meeting.

Cllr. Blakeway agreed to look into the current themes identified after the initial questionnaire and how to reduce/merge them into manageable working parties.

The meeting anticipated having a plan for what will happened next at the end of the meeting on 12<sup>th</sup> May 2018.

It was agreed that before the next meeting Councillors would think about ideas for headings of working groups and content of the letter to be sent to volunteers outlining the programme for the day. The Chairman and Vice Chairman of the committee volunteered to prepare draft information regarding information needed for the meeting of the Steering Group for the next meeting.

Analysis of questionnaires to be provided to steering group at end of meeting.

**18/04/2/NP/10 TO DISCUSS ARRANGEMENTS FOR THE NEXT MEETING**

3<sup>rd</sup> May 2018 at 7pm before the Property Land and Assets Committee meeting  
24<sup>th</sup> May 2018 time TBA. (Now confirmed as 10am)

**MEETING CLOSED AT 11:15 am**

