



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 24th May 2018 at 10:00 am

PRESENT: Councillors R. Drew (Chairman), A. Blakeway (Vice Chair), C Jordan, N. Miles, R. Hendry and M. Moyle

18/05/2/NP/1 APOLOGIES FOR ABSENCE. Councillor. F. MacDonald (Work), Mrs. R. Shepherd and P. Sheppard (Personal)

18/05/2/NP/2 WELCOME AND FIRE PROCEDURES.

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

18/05/2/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.

18/05/2/NP/4 TO CONSIDER ANY WRITTEN APPLICATION FOR DISPENSATION ON ITEMS ON THE AGENDA.

There were no written applications for dispensation.

18/05/2/NP/5 TO APPOINT A CHAIRMAN OF THE NEIGHBOURHOOD PLAN WORKING PARTY

The Clerk called for nominations for the position of Chairman of the Neighbourhood Plan Working Party.

Cllr. R. Drew was duly elected as Chairman of the Neighbourhood Plan Working Party

18/05/2/NP/6 TO APPOINT A VICE CHAIRMAN OF THE NEIGHBOURHOOD PLAN WORKING PARTY

Cllr. Drew called for nominations for the position of Vice Chairman.

Cllr. A. Blakeway was duly elected as Vice Chair of the Neighbourhood Plan Working Party

18/05/2/NP/7 TO RECEIVE AND APPROVE THE MINUTES OF THE NEIGHBOURHOOD PLAN WORKING PARTY HELD ON 3RD MAY 2018

Resolved: That the minutes of the Neighbourhood Plan Working Party held on 3RD MAY 2018 are approved and duly signed by the Chairman.

Proposed: Cllr. N. Miles **Seconded:** Cllr. R. Hendry

18/05/2/NP/8 TO CONSIDER REPORTS ON THE MINUTES

Cllr. Drew reported to the meeting that an email had been received from a firm of architects requesting to meet with the Neighbourhood Working Party regarding a development within the Parish.

Due to not currently having policies in place to deal with such a request, the meeting agreed that Cllr. Drew contact the architects to advise that it is not appropriate to meet and suggest that they contact Cornwall Council for pre-app advice.

Cllr. Drew reported on matters regarding the steering group meeting on 12th May 2018 and 22nd May 2018. Items for business to be dealt with at the next meeting will be to appoint a Chairman, Vice Chair and Secretary. Cllr. Drew informed the meeting that one of the volunteers had raised concerns after the meeting regarding the ability for everyone to attend the meeting at which roles are appointed and possibilities for changing the arrangements. The meeting acknowledged that the matter should have been raised at the meeting and agreed that the meeting of the Steering Group take place as declared at the Steering Group meeting on 22nd May 2018, a letter to be sent to all volunteers reminding them of the date, venue and that anyone who cannot attend can be nominated for roles identified.

Cllr. Jordan left and returned during discussion.

The meeting discussed who would be able to vote at the steering group elections. Several possibilities were discussed and the meeting agreed that volunteers and members on the Neighbourhood Working party would be able to vote on roles identified.

18/05/2/NP/9 TO REVIEW THE TERMS OF REFERENCE FOR THE NEIGHBOURHOOD PLAN WORKING PARTY AND MAKE APPROPRIATE RECOMMENDATIONS

Cllr. Drew informed the meeting that a draft term of reference was drafted by Cllr. Blakeway and supplied on the table.

The meeting was given time to read through the terms of reference and discussed possible amendments.

Resolved to recommend: **That the Terms of Reference supplied at the Neighbourhood Plan meeting on 24th May 2018 are amended as agreed and accepted and approved by Full Council.**

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



18/05/2/NP/10 TO ELECT MEMBERS TO BE ON THE NEIGHBOURHOOD PLAN STEERING GROUP.

The meeting discussed how many members should be nominated to be on the Neighbourhood Plan Steering Group. The possible suggestions were discussed and included a member be elected from each ward of the parish, 5 members and 3 members. Concerns were raised that 5 members would be too many therefore making the steering group membership Councillor heavy.

After discussion the meeting made the following recommendation: -

Resolved to recommend: **That 3 councillors are elected onto the Neighbourhood Plan Steering group**

Proposed: Cllr. M. Moyle **Seconded:** Cllr. A. Blakeway

The meeting discussed who should be nominated to be on the Neighbourhood Plan Steering Group. Councillors made nominations and following recommendation was made:-

Resolved to recommend: **That Carn Brea Parish Council elect Councillors A. Blakeway, F. MacDonald and N. Miles to be on the Neighbourhood Plan Steering Group.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. M. Moyle

18/05/2/NP/11 TO MAKE ARRANGEMENTS FOR THE NEXT MEETING OF THE NEIGHBOURHOOD PLAN WORKING PARTY.

The meeting agreed that the arrangements for the next meeting of the Neighbourhood Plan Working Group be held in abeyance. The Chairman and Vice Chairman to liaise with the Clerk to set an appropriate date when need.

MEETING CLOSED AT 11:06am

