

Minutes of the Neighbourhood Plan Steering Group held on  
Monday 20<sup>th</sup> June 2022 at 7pm. Meeting held at Treloweth Community Hall,  
Moorfield Road, Pool, Redruth, Cornwall, TR153QB

### Agenda

**Present:** Cllr. M. Moyle (Chairman), P. Lee (Vice Chairman), Cllr. C. Jordan,  
Cllr. R. Drew, Cllr. E. Glanville

**Also Present:** Sarah-Jane Noakes (Assistant Clerk)  
Stephen Beresford-Foster (Consultant)

**NP/06/01 Welcome**

Cllr. Moyle welcomed the meeting.

**NP/06/02 Apologies for absence**

W. Addison

**NP/06/03 To receive a financial report**

The meeting received a verbal report on current financial situation and budget available.

The meeting was informed of the amount previously approved for Go-Collaborate and money spent to date.

**NP/06/04 To receive and approve the minutes of the last meeting held on 16<sup>th</sup> May 2022**

The meeting received the minutes of the Neighbourhood Plan Steering Group held on 16<sup>th</sup> May 2022 ahead of the meeting.

**Resolved:** that the minutes of the meeting held on 16<sup>th</sup> May 2022 are approved.

**Proposed:** Cllr. C. Jordan

**Seconded:** P. Lee



**NP/06/05 To receive an update from the consultant, Stephen Beresford-Foster**

**Grant Application**

Mr. Beresford-Foster led the meeting through the NDP Grant Calculator with details for expenditure to make a grant application. The meeting was reminded that applications should be excluding VAT.

**Regulation 14 Consultation**

Mr. Beresford-Foster explained that Regulation 14 is where you have completed the written plan and it goes out for public consultation for a minimum period of 6 weeks to obtain feedback.

Produce an 8 page A5 leaflet and aim for distribution first week of September. Ensure check with the Post Office when the drop dates are to ensure an appropriate deadline for responses is set.

**Publicity Events**

The best way to complete public consultation is to hold several drop-in sessions at different times, days. Gather feedback at events by paper and also if possible have a couple of laptops available for online feedback.

**Go-Collaborate**

The meeting was informed that a meeting will be held next week to clarify the situation with regards to previous agreements. Questions for public consultation to include what do you think of the plan and what would you like to see in it that isn't currently.

**Following Consultation**

Consider views and amend the plan where appropriate.

**Regulation 16**

Aimed mainly at statutory bodies. Consider putting out a trifold leaflet and clarify any misunderstandings people have expressed through consultation.

**Evidence Base**

Draft Plan has been presented to parish council and now in a position to finalise details in the plan.

Over the next couple of weeks the focus is on making sure the evidence base is correct and following completion of the work the Parish Council need to write to Cornwall Council to give the strategic environment assessment.



**Green Spaces**

Mr. Beresford-Foster led the meeting through the Carn Brea Neighbourhood Development Plan 2022 – 2030 Draft Local Green Space Report.

Discussed possible green spaces and agreed for report to be emailed to steering group members. Following completion of the report the Parish Council should write to landowners and Mr. Beresford-Foster will provide templates to Clerk. The meeting was informed that photographs were needed on areas identified as green spaces and those that have not been identified. Cllr. Glanville agreed to take photographs.

**Strategic Environment Assessment**

Need to do sustainable checklist.

**NP/06/06 To review the Steering Groups Terms of Reference and make any recommendations for suggested changes.**

The meeting reviewed the Steering Groups Terms of Reference.

**Resolved: that Full Council approve the current terms of reference.**

**Proposed:** Cllr. R. Drew                      **Seconded:** P. Lee

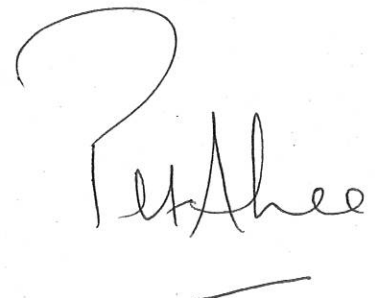
**NP/06/07 Any other business**

No other business.

**NP/06/08 To receive dates of future meetings**

18<sup>th</sup> July 2022 at TCH at 7pm.

**Meeting Closed at 8:17 pm**



A handwritten signature in black ink, appearing to read 'P. Lee', is located in the bottom right corner of the page. The signature is written in a cursive style with a large initial 'P'.