

## Minutes of the Penryn Neighbourhood Plan Steering Group

**Monday 22 May 2017**

**Attendance:** D Garwood, Chair (DG), S Persighetti (SP), M May (MM), Martin Northern (MN),  
L Body, minutes (LB)

Agenda Item:	Minute:	Action:
1. Apologies	There were no apologies for absence.	
2. Minutes of Previous Meeting	The minutes of the previous meeting were noted as accurate.	
3. Land Assembly Exercise	DG reported to the meeting that he had been approached from Laurence Associates (Planners, Architects) in regard to making a representation to the Group regarding a site that a local landowner would like to be considered as a potential development option in the town and also that there may be an opportunity to consider a wider land assembly exercise with the Enys Estate who own land to the north and south-east of this site. This would be a welcome proposition for the Neighbour Plan and future discussions are to be had. DG to also email to LB the information from Matthew Brown offering another possible land proposal.	DG
4. Gig@Glasney	DG asked the meeting for volunteers for the Gig@Glasney event on the 4 June and requested that a rota be drawn up to man the stall for the day. He will put out a request for more helpers to all of the current Steering Group members.	
4. Next Steps	<ul style="list-style-type: none"> <li>• Arrange another informal workshop sometime in September.</li> <li>• Liaise with the new council for additional council representation on the group</li> <li>• LB to send DG the current ToR</li> <li>• Megan to start collating all of the feedback from the various events</li> <li>• Breakdown of Megan's workload with timescales to be provided</li> <li>• MN to follow up on his telephone call to Peter Jefferson, Cornwall Rural Community Charity, in regard to possible grant funding.</li> <li>• LB to source Neighbourhood balloons/merchandise for use at future events</li> </ul> <p>The meeting then went through the current status of where we</p>	<p>LB</p> <p>MB</p> <p>MN</p> <p>LB</p>

	<p>are on the 'timeline' with the following actions to date:</p> <ul style="list-style-type: none"> <li>• Engagement Strategy to go on the website</li> <li>• Review events at every step and give an overarching review – this to be inclusive and accessible to all</li> <li>• Initial questionnaire – produce a map of the areas that have already responded and place in the library so that members of the public can see potential gaps in their areas</li> <li>• Review group in terms of outside agencies – all to start enquiring with local people and businesses, i.e. Estate Agents, builders, The Surgery (Mark Taylor)</li> <li>• Investigate possibility of having a meeting on Commercial Road and invite the local businesses there</li> <li>• Investigate a slot at ASDA (foyer) to promote the Plan</li> <li>• LB to source Equality Impact Assessment (EIA) in regard to inclusivity and equality of the Steering Group</li> <li>• Mark James (MJ) to be approached to assist with the timeline</li> <li>• Agree a Project Plan and themes– Megan to assist</li> <li>• MM to send LB the next newsletter that she receives which could help with defining the themes</li> <li>• Query with MJ the possibility of linking CC website and the Neighbourhood Plan website</li> <li>• Investigate engaging with the schools and teachers etc. possibly attending school assemblies</li> <li>• Prepare for another leaflet drop with a detailed questionnaire, possibly assisted by an Art group</li> <li>• Get Interanima on board and dovetail into the Plan, this could be a further engagement tool. Invite them to one of the group meetings.</li> <li>• LB to speak to Falmouth Packet and ask them to put a small piece in the paper advertising the group meetings and saying that all are welcome.</li> <li>• MB to be invited to the next meeting.</li> </ul>	MB
5. Date of Next meeting	Monday 26 June	