

**Minutes of the Penryn Neighbourhood Plan Steering Group**

**Monday 10 June 2019 at 6.30pm**

**The Council Chamber, Town Hall, Higher Market Street, Penryn**

**Present:** Councillor Mrs Rebecca McSorley (RH)                      Councillor Mrs M May (MM)  
 Councillor C Wenmoth (CW)    Councillor Dr J Garrett (JG)  
 Councillor D Mullins (CM)    Councillor J Langan (JL)  
 Councillor K Ruby (KR)    Councillor T Widdon (TW)  
 Cornwall Councillor J Symons (JS)

Mr E Dawkins (ED)    Mrs F Dawkins (FD)  
 Terry Grove-White (TGW)    Mr T Howells (TH)

**In Attendance:** Linda Body (LB)

<b>Agenda Item:</b>	<b>Minute:</b>	<b>Action:</b>
1. Apologies	Apologies for absence were received from:  Helen Perry - Town Clerk, Cllr M Cant, Esther Richmond (Cornwall Council), Sarah Redman (SR)	
2. Declarations of Interest	JS declared a non-registerable interest in agenda item 5 (site assessments) in regard to the Round Ring site development.	
3. Minutes	The minutes of the meeting of the Neighbourhood Plan Steering Group held on the 7 May 2019 were approved as a true and accurate record.  <i>Proposed by Councillor Mrs M May and seconded by Mrs F Dawkins</i>	

<b>Agenda Item:</b>	<b>Minute:</b>	<b>Action:</b>
4. Correspondence	RH stated that she had received an email from Councillor M Cant in which he wanted the following items considered in regard to the NHP.  1. Narrow footpaths at the pinch point around the Town Hall  2. Frequent double decker buses thundering through a	

	<p>historic town centre that is not built to cope with these vehicles.</p> <p>3. The need to provide a direct route from Commercial Road Car park to the Town Centre.</p> <p>4. Whether the Steering Group have had discussions of partial pedestrianisation for Penryn.</p> <p>After a lengthy discussion in regard to these issues it was proposed that an 'aspirational and/or creative solutions' section be added to the draft plan which would include such issues as listed above.</p> <p><i>Proposed by Councillor Mrs R McSorley and seconded by Councillor Mrs M May</i></p>	
<p>5. For Discussion:</p>	<p><u>Site assessment</u> – (Councillor John Symons left the room)</p> <p>TGW reported to the meeting that after presenting to the Town Council on the 3 June 2019 it was resolved that the two sites of Round Ring and Packsaddle be included in the plan. TGW added that he has now updated the draft plan in this regard and is not ready for possible Strategic Environmental Assessment (SEA) to be scoped out with possibly free technical support from Locality. This work could be run in parallel.</p> <p>Various discussions then ensued on how to assess the sites and it was proposed to combine the process of:</p> <p>a) obtaining the SEA assessment and free technical support but also;</p> <p>b) to liaise with the land owners of the two sites for their individual knowledge and how they would address any issues with their site.</p> <p>TGW and LB will meet as soon as possible to begin the application process for the free technical support</p> <p><i>Proposed by Mr E Dawkins and seconded by Councillor Dr J Garrett</i></p> <p>Councillor John Symons returned to the room.</p> <p><u>Approach to Consultation</u> – TGW explained that he will investigate how other plans have approached this in the past and report back to the next meeting.</p> <p>The meeting agreed to:</p> <ul style="list-style-type: none"> <li>• Add to agenda of next meeting how to consult with neighbours of the two sites and land owners</li> <li>• Raise awareness of where we are now with the plan during Penryn Week</li> </ul>	<p>TGW/LB</p> <p>TGW</p>

	<ul style="list-style-type: none"> <li>• Consider producing an initial easy document that can include various links and also be colour coded to the draft plan, showing the themes throughout the plan</li> <li>• RMcS and JG to discuss with Michael Hewitt what to produce for any flyers/leaflets for Penryn Week</li> <li>• TW suggested a 'consultation bus' and will investigate</li> <li>• All to think about the process and how we consult with the town and bring back to the next meeting</li> </ul> <p><u>Drafting and Design of the document</u> – TGW explained to the meeting that Mike Hewitt has been appointed to proof read and style the plan and that any celebratory or aspirational work is best completed by other members of the group.</p> <p>After various discussions around the table RMcS proposed:</p> <ul style="list-style-type: none"> <li>• that a frontice piece be included in the plan in relation to the vision and how we celebrate Penryn and also include our ongoing aspirations</li> <li>• an evidence base of local documents relative to the plan also be included and added to the website</li> <li>• a working group will be set up consisting of TW, JG and MM to ascertain the vision and report back to the meeting</li> <li>• local services to be added as an appendix</li> </ul> <p><i>Proposed by Mrs R McSorley and seconded by Councillor Mrs T Widdon</i></p> <p>TGW to send LB links to the local documents</p>	TGW
6. Finance Update	LB reported that following a recent payment the budget currently stands at £9,099.24	
7. Next steps	<ul style="list-style-type: none"> <li>• working group of the celebratory sections of the plan to meet</li> <li>• meet after the planning committee meeting on the 17 June to discuss the way forward with regard to the consultation, especially in regard to Penryn Week</li> <li>• TGW and LB to commence the bid to AECOM for technical support</li> </ul>	
8. Date of next meeting	17 July, 6.30pm in the Council Chamber	
	There being no further business the meeting was closed at 8.00pm	