



Minutes of the Penryn Neighbourhood Plan Steering Group

Tuesday 7 January 2020 at 6.30pm

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

Present: Councillor McSorley (RMcS) Councillor Symons
 Councillor M May (MM) Mr M Hewitt
 Councillor Garrett (JG) Mr T Frairs
 Councillor Widdon (TW) Mr M Jones
 Mr Terry Grove-White (TGW)

In Attendance: Linda Body (LB)

Agenda Item:	Minute:	Action:
1. Apologies	Apologies for absence were received from: Helen Perry - Town Clerk, Cllr Wenmoth (CW), Cllr Mullins (CM), Cllr H May, F Dawkins (FD), E Dawkins (ED), E Richmond (ER), T Howells (TH)	
2. Declarations of Interest	There were no declarations of interest.	
3. Minutes	The minutes of the meeting of the Neighbourhood Plan Steering Group held on the 19 October 2019 were approved as a true and accurate record. <i>Proposed by Councillor M May and seconded by Councillor Garrett</i>	
4. Correspondence	LB informed the meeting that in response to the letters to landowners that had been sent out in mid December 2019 she had that day received an email from one of the Directors of Walker Developments requesting the key that would accompany the Draft Plan. TGW stated that he would forward this on. TGW added there had also been a response from Joe Giordano Managing Director of Bargate Real Estate Developments Ltd in relation to their land at Polsethow enclosing a copy of their Denton planning opinion on the site which invoked the extant planning permission for the	TGW

	<p>site demised which enabled them to do phase 1.</p> <p>The landowners would also be added to the database for consultees and a follow on letter in regard to tree planting on the sites would be sent out in due course. LB and TGW to liaise to produce a database of consultees.</p>	LB, TGW
5. Making Space for Nature	<p>As the last meeting in November was cancelled LB reported that Helen Fearnley (HF) from Cornwall Council's Making Space for Nature, who was due to present at that meeting, would still wish to meet with the Neighbourhood Plan Group. RMcS added that HF had attended last evening's Council meeting where she highlighted the project in regard to Penryn. Penryn is one of a selection of sites chosen for the transformation of urban spaces and turning green deserts into places for people and wildlife, with approximately £200k spend per town, if suitable sites are available.</p> <p>A short discussion then took place in regard to tree planting and TF also mentioned his community group project 'Trees4Penryn'. RMcS suggested that HF be invited to the next meeting which would focus on the green corridor and link it in with a brief explanation of TF's proposals etc. HF to also to be asked to have a stand at our Launch Day on the 18 January 2020 in the Library and that as part of the plan's consultation process there will be a sign post to the Making Space for Nature website.</p>	LB MH
6. For Discussion:	<p><u>Pre-submission document</u>: MH reported to the meeting that the draft document is almost complete, just a few more images to be uploaded. He is hopeful to have it ready by the end of this week. TGW to check the glossary and then the appendices can be added. There will be one comprehensive document and also one that is easily downloadable etc.</p> <p>When ready MH will upload onto the website and there will be a new web page that explains the process and steps to access all of the information required.</p> <p>The pull out leaflet is ready to go to Booths printers and LB will source a price for a door to door drop by the Royal Mail so that every household in Penryn receives a copy.</p> <p><u>Consultation document</u>: the launch of the consultation will take place in the Library between 10.00am and 2.00pm on Saturday 18 January 2020. The close of the six week consultation period will be Monday 2 March 2020.</p> <p>RMcS and TGW will draft a press release, JG will create a Facebook event for social media and LB will produce posters. Large banners will also be printed for display throughout the town highlighting the consultation and where to access information.</p>	TGW LB RMcS, TGW, LB

6. Finance Update	<p>LB gave the finance update to the meeting as of November 2019:</p> <p>Budget: £12,223 Spent: £ 6,482 Remaining: £ 5,740</p>	
7. PRFC Home Dates for Volunteers on Stand and update from Trevor Howells	<p>TH was unable to attend the meeting so LB gave an update on his behalf:</p> <p>TH has liaised with the College and Junior school and they are more than happy to host an event within their premises. The College event would be best in the evening and the Junior school during the day.</p> <p>The dates of the home games for the rugby club were given to the group and after general discussion the meeting decided that the 1 February 2020 would be the best to accommodate. RMcS and TW to be present on the stand.</p> <p>LB to inform TH of this date and also liaise with the college and junior school for dates that would be convenient for them.</p>	LB
8. Next steps	<ul style="list-style-type: none"> • Final document to be added to the agenda for the Council meeting on Monday 6 April • LB to enquire regarding a stand in ASDA's foyer • Leaflet distribution – LB to enquire with Royal Mail regarding their door to door drop 	<p>HP</p> <p>LB</p> <p>LB</p>
9. Consultation Prizes	There will be no prize draw for completed consultation forms.	
9. Date of next meetings	<p>The group agreed the following dates to meet to enable the draft plan to go to Council on 6 April 2020:</p> <p>4 February, Council Chamber, 6.30pm 3 March. Council Chamber, 6.30pm 17 March, Council Chamber, 6.30pm</p>	
	There being no further business the meeting was closed at 8.15pm	