

BUDOCK PARISH COUNCIL NEIGHBOURHOOD PLANNING
STEERING GROUP

MINUTES OF MEETING – MONDAY 10TH JULY 2017

Held at Budock Village Hall

Present: David Heritage, Peter Fairbank, Nina Hann, Eileen Bennett, Peter Grounds, Ivan Davison, Karen Wilshaw, Hilary Innard, Jim Cave, Peter Dudley, Matthew Brierley.

1. **Welcome and Apologies:** David Heritage welcomed the Group and additional member Matt. Brierley. **Apologies** from Ray Selley.

2. **Minutes of Meeting 5th June 2017. Matters Arising:** David informed the Group the Neighbourhood Planning Road Map is to be ordered. He also confirmed a Bank Account for the Neighbourhood Plan Steering Group was being set up with Santander under the same conditions as the Parish Council Bank Account. Money set aside by the Parish Council will be moved into the NDP account when the setup is completed.

3. **Update:** BW Facebook Page is now operating and receiving comments. Thanks to Pete Dudley and Jim Cave for their work on Facebook and the Website

The link to the Cornwall Allocations Development Plan has been circulated.

On the issue of Sensitive Settlement Edges, Jim produced an email from Steve Besford-Foster on behalf of Falmouth Town Council Neighbourhood Plan Stakeholder Group which made reference to the CC Development Plan and Planning Permissions and the fact that there was some confusion over allocated areas. He suggested that it would be a good idea for the two Neighbourhood Plan teams to meet to discuss the issue of planned development.

The Group discussed the allocation of housing numbers for Falmouth and Penryn and the proposed Menhay development on the CC Allocation Development Plan. It was agreed to invite Mark James from CC to attend the meeting with Falmouth and three representatives from BW, namely Jim Cave, and David H and Peter Fairbank who are Parish Councillors.

ACTION: Jim Cave to reply to the email from SBF and set up Meeting with Mark James and others to take place before our next NDP Meeting in August.

4. Website. Peter Dudley informed the Group that Red Snapper Design have been nominated to build the Website and they are proceeding with the design and templates. It is hoped the Website will go live at the end of July or early August 2017.

Peter requested photographs or names of photographers who might help with Website and Facebook photos. Mark Quilter of Falmouth School was mentioned and Peter Grounds will contact a possible professional photographer he knows who lives in the Parish.

Peter confirmed he would like material and photos for the Website and Facebook to be sent direct to him but that he would like people to post comments on both sites. He would also like to print names of Leaders of areas of particular interest ie. Peter Dudley Archaeology and Heritage.

ACTION: Anyone in group to email photos or information of areas of special interest for Website or Facebook to Peter Dudley.

Peter D. confirmed he is completing a Communications Plan and timetable and it will be circulated shortly.

5. Questionnaire. Ivan Davison presented his ideas on the Questionnaire. He had studied the Feock example and thought it would be appropriate to adopt their model with modifications. There was general discussion with suggestions from other members of the group regarding the design and presentation of the questionnaire. It was agreed to use the Feock model with our Questionnaire having a short introduction with a longer more detailed questionnaire. Jim suggested different coloured paper would be eye-catching and the questions should be short with answer choices. Humour and cartoons of simple drawings were thought to be good ideas for the presentation. David H mentioned he had seen good examples of questions on other NDPs and he will work with Ivan to produce a Draft Questionnaire. It was also agreed to offer an incentive such as Star Prize to people who complete the full Questionnaire.

ACTION: i) Ivan to email the Feock Questionnaire to all Members of the Group for perusal and comments.

ii) Ivan and David H to work on questions for the Draft Questionnaire.

It was agreed there should be a preliminary press release about the Questionnaire which should be on Facebook and the Website and displayed in the Shop, Pub and Hairdressers and at Treverva and other suitable places. Jim Cave and Peter D will design and print some A4 Posters. Matt. Brierley thought Village Activities such as Fun Day and other occasions where large numbers of people gather would be good venues for distributing news about the Questionnaire and the NDP.

ACTION: Steering Group to email in thoughts and ideas on Questionnaire direct to David or Ivan.

David H suggested there should be an Open NDP Public Meeting in the autumn to inform people of the development and progress of BWNDP. The Group agreed with this plan.

6. Any Other Business: The Meeting was made aware that Claim Forms for expenses are now available and must be presented to Peter Fairbank Treasurer, for reimbursement.

7. Date of Next Meeting: Monday August 7th at 7pm

