

# **BUDOCK PARISH COUNCIL NEIGHBOURHOOD PLANNING STEERING GROUP**

## **MINUTES OF MEETING – TUESDAY 4TH APRIL**

### **Held at Budock Village Hall**

**Present:-** David Heritage, Ivan Davison, Jim Cave, Peter Fairbank, Ray Selley  
Peter Dudley, Nina Hann.  
John Bastin Cornwall County Councillor

**1. Welcome and Apologies:** David Heritage welcomed the Group and distributed the Agenda.

Apologies: Eileen Bennett from Treverva.

**2. Meeting with Feock Parish Council:** The meeting with Bob Richard (Chair) and Debra Roberts (Clerk) from Feock Parish Council was discussed. It was agreed the Meeting had been very informative and useful. The Budock Group were grateful to see a Draft Copy of the Feock Neighbourhood Plan and a copy of their Community Questionnaire.

**3. Terms of Reference:** David informed the group that Templates were available on the Cornwall County Council Website. A Steering Group Sample Terms of Reference and a Designation Application Template were distributed and discussed. Further advice, information and support are available from Cornwall Council.

It was agreed that the whole of Budock Parish should be included in the Neighbourhood Plan. Peter Dudley produced a Map showing the Budock Parish Boundary and referred to the two mapping sites MAGIC and Cornwall Council's online interactive map. He also explained that obtaining copies of maps could involve expenses.

**ACTION: David to contact Mark James to try and procure maps for the Steering Group**

Discussion took place regarding the setting up of a Website and linking it to Facebook and Twitter and using social media to advertise our plans. Other Neighbourhood Planning groups use these sites so it could result in some plagiarism. Future news could be published in the Parish Magazine and the Falmouth Packet and on the Budock Parish Council website.

Engaging the services of Professionals for advertising and preparation of the

Neighbourhood Plan was discussed but it was decided it could be very expensive. Jim Cave offered to help set up a Budock Neighbourhood Plan Website to link in with the Parish Council Website.

Further discussion took place on sensitive areas including Menehay Farm as well as identifying green spaces and heritage assets. John Bastin made reference to green sensitive areas in Development Plans for St Ives and Falmouth. He also mentioned Budock had agreed land for Falmouth's development at Union Corner. The Cornwall Local Plan must align with the Neighbourhood Plan. Any funding available from Cornwall Council will be held by the Parish Council.

At present there are eight members of The Steering Group. Focus groups and local issues were discussed and roles and proposed areas of interest were defined as follows:-

<b>David Heritage:</b>	Chair of Budock Water Neighbourhood Development Plan Steering Group
<b>Ivan Davison:</b>	Wild life/Biodiversity
<b>Jim Cave:</b>	Questionnaire
<b>Peter Fairbank:</b>	Treasurer/Finance/Funding
<b>Ray Selley:</b>	Land Development/Planning
<b>Peter Dudley:</b>	Communications
<b>Nina Hann:</b>	Secretary/Clerk
<b>Eileen Bennett:</b>	Admin

It is hoped that more volunteers will join the Steering Group as interest has been expressed by other people who attended the initial Meeting on 18<sup>th</sup> January.

**ACTION: Peter Dudley offered to draft a potential Communication Strategy and email it to the Steering Group.**

#### **4. Designation Application Process**

The Cornwall Council Designation Application template was discussed and David Heritage agreed to present this at the next Parish Council Meeting for endorsement and if agreed arrange for the appropriate letter to be sent to Cornwall Council together with a Map showing the Parish Boundary as the designated Boundry for the Neighbourhood Plan.

**ACTION: David Heritage to report this at the next Parish Council meeting and arrange for the submission of the Designation Application letter and Map to Cornwall Council.**

## **5. Community Questionnaire**

The Questionnaire Feock has used was made available and discussion took place. Jim Cave had several suggestions including making the questionnaire fun and attractive with more friendly wording and possible a section for children. He also suggested we use graphs to illustrate data. Care will have to be taken with the wording of the Questionnaire. More help in this matter is available on the Cornwall Council Website and it was agreed the Steering Group would continue to discuss the Questionnaire at the next Meeting

## **6. Any Other Business**

No other business was discussed.

**The Meeting closed at 8.30pm**

**Date of Next Meeting – Monday 8<sup>th</sup> May 2017 – Budock Village Hall  
Committee Room at 7pm**

