

TINTAGEL NEIGHBOURHOOD DEVELOPMENT PLAN

Minutes of Steering Group Meeting

Held at Treknow Village Hall

Monday 11th August 2014 at 18.30 – 20.30

1. **The Meeting** was opened by Janet Brown (Chairman). Other Steering Group members present were Richard Martin (Project Manager), Margaret Beckett (Secretary), Mick Goward, Richard Hart, Di Studdart, Deana Hudson, Jane Soutter
2. **Approval of Minutes of Steering Group Meeting of 29th July 2014** – proposed by Richard Hart and seconded by Deana Hudson.
3. **Steering Group Team – Working Together and Future Progress** – Richard Hart stressed it was important we all work together and push forward to producing the Neighbourhood Development Plan.

Our progress is currently being restricted because the Terms of Reference (Version 4) have still not been ratified by the Parish Council and this has been ongoing for the last 3-4 months.

When we are ready to distribute the next questionnaire and to save considerable postage costs, we have a volunteer group of around 60 people who we can call on to fill envelopes and deliver. We can also arrange at least 6/7 drop off points for completed questionnaires.

4. **Update from Janet Brown on Various Discussions with Cornwall Council** – We are experiencing many delays with responses and information from the Parish Council and so JB has been in contact with Cornwall Council department personnel involved with NDP and Funding. Gemma Hankin is concerned about how long it is taking the PC to apply for funding for the NDP as any funding has to be allocated and spent by the end of December 2014. Sue Moth downloaded the forms some time ago but we have not seen them yet. It is recommended that Gemma Hankin and Sarah Sim come along and mediate a meeting with the Parish Council and the Steering Group to resolve this matter.

MB has still not received a response relating to the query of claiming individual expenses from members of the S/G – email was sent to Sue Moth on 30th July. If this matter is not raised at the PC meeting on Wednesday, 13th August then a follow up email will be sent.

5. **Current Situation relating to the Parish Council and Steering Group** – as Jane Soutter has been away on holiday she was updated with events – she mentioned that some members of the PC were long standing personal friends of the family and it was respected and agreed to her wish to remain neutral during these discussions.

In view of Mr R Wickett's and Mr D Hodge's defamatory comments relating to a member of the Steering Group at the last public PC meeting and Mr R Wickett's subsequent very aggressive phone conversation with Janet Brown at the Visitor Centre and further 'out of order comments' to Margaret Beckett at the Visitor Centre it was voted 6 for and 2 abstentions that a formal complaint be sent to Simon Mansell at Cornwall Council. This will be forwarded after the PC meeting of Wednesday, 13th August.

Sue Moth, on behalf of the PC, has suggested that the Steering Group be set up as an Advisory Committee to the PC – everyone Janet Brown has spoken to within Cornwall Council has never heard of this within a Parish Council or any NDP group within Cornwall. Mick Goward can propose a joint

meeting with the PC and SG so that the two groups can discuss problems which have arisen and what can be done to overcome them if we are to make any progress.

Mick Goward has been requested as member of the SG and PC if he can put forward the following questions to the PC meeting on 13th August:

- a. During the public session, contest Minutes of last PC Meeting as they are factually incorrect. The Clerk threatened to close the meeting – none of this has been recorded.
 - b. Where did they get the advice of forming an Advisory Committee? If this is what they want – where are the terms and legal authority within Cornwall Council to set this up?
 - c. The PC have given the Steering Group authority to proceed with the NDP (it is a Parish led plan) – can a meeting be arranged between the SG and PC to sort out issues and progress forward?
 - d. Is the composition of the Steering Group their problem – if so – why because we have kept strictly to Cornwall Council's guidelines and we have received verbal assurance that is the case?
6. **Funding Application** – as mentioned in 4. Above this is being delayed by the Parish Council and we rapidly are running out of time. There is no guarantee that funding will be available next year.

Richard Hart has obtained a quote of £707 for printing off 1500 copies of the next questionnaire which will be quite comprehensive, but our progress to compile this will have to be put on hold until after the next PC meeting in September.

7. **Treknaw Fete** – We had a small marquee. Good response – there were people in the marquee all the time – we gave out 24 guides and 2 questionnaires have been returned.

For future progress in engaging with the parish it is important that we make our presence known such as flyers going into local shops, churches or wherever. Vitally important we make contact with the younger members of the parish so we should involve local schools and have children's competitions – art competition to design a leaflet is one of several ideas. Booking Social Hall for weekends for public consultations.

8. **Research and Tasks to be Getting on With** – Richard Martin has investigated the setting up of a website for the Neighbourhood Development Plan based on the design of Feock NDP. This web site is very informative and user friendly and so will give us the opportunity to have a direct link with the parish as the current PC website is cumbersome and outdated. The proposed website will invite interaction with the parish, PC and the Steering Group.

A vote was taken on this proposal – all in favour.

Glenton Brown has not replied to our invitation to join the Steering Group (as recommended by Cornwall Council) so Janet Brown will write to him again.

We are currently awaiting the outcome of the PC meeting on the 13th August to see how we can proceed.

9. **Date and Place of Next Meeting** – TBA – but proposed Tintagel Social Hall at 18.30 on Wednesday, 20th August.

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Janet Brown (Chairman)