

# TINTAGEL NEIGHBOURHOOD DEVELOPMENT PLAN

## Draft Minutes of Steering Group Meeting

Held at Treknow Village Hall

Wednesday 20<sup>th</sup> August 2014 at 18.30

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. No apologies.

Mr Ian MacKay was invited to join the Steering Group. This was proposed by Deana Hudson, seconded by Jane Soutter – voted all in favour. Mr MacKay accepted.

2. **Approval of draft Minutes of Steering Group Meeting of 11<sup>th</sup> August 2014 – all agreed** - proposed by Deana Hudson and seconded by Di Studdart. These Minutes were duly signed by the Chairman.
3. **Comments on EGM of the Parish Council Meeting of 13<sup>th</sup> August** – during the open session Janet Brown spoke to contest the Minutes of the Meeting held on 23<sup>rd</sup> July in that she stated that no vote had taken place regarding the attendance of Cllr Wicket at the next Steering Meeting. Although this was noted the Minutes of the EGM have not been altered to reflect this point.

**Neighbourhood Development Plan** – this item was placed on the Agenda – there was little discussion and much of it was quite confusing – the Parish Council's acceptance of the Terms of Reference was again put on hold. The Parish Council wish the Steering Group to become an Advisory Committee of the Parish Council and accept the PC's Code of Conduct. This request has not appeared with any other Neighbourhood Development Team and certainly not in Cornwall. However it has been agreed by the Parish Council that a meeting be held between the Parish Council, the Steering Group and Cornwall Council (Sarah Sims – Community Network Manager, Gemma Hankins (Community Regeneration Officer) and possibly Sarah Mason of CALC to try and resolve the current stalemate situation so the Steering Group can then progress and produce the NDP for Tintagel.

Again, it was noticed and surprised by those who attended this meeting of the animosity of the Parish Council towards the Neighbourhood Development Plan.

4. **Richard Hart's conversation with Sarah Arden (Neighbourhood Planning – Cornwall Council) – regarding the request from the PC that the NDP Steering Group become an Advisory Committee to Tintagel Parish Council.**

Although Sue Moth has received advice from Sarah Mason of CALC of the Steering Group becoming an Advisory Committee to the PC, Sarah Arden and the Department for Communities and Local Government in London say there is absolutely no definition of an Advisory Committee. When the Government wrote the Localism Bill it covered a wide area and was intended to be flexible – it does not matter what we are called – a Steering Group is still an advisory group. The Parish Council have to approve what we do – we do not have the power to interfere with the PC. A neighbourhood forum is a no go area.

In the Parish Council Minutes of 23<sup>rd</sup> July it is stated they are happy with the way the NDP was progressing so it is difficult for the Steering Group to understand what happened in 3 weeks for them to change their stance and prevent us making headway.

RH was also advised that Central Government will be providing funding in 2015 so if we miss the 2014 slot for all that is required then we will be able to apply next year.

5. **Email sent to Parish Council Requesting Meeting between the PC/SG and Cornwall Council after 29<sup>th</sup> September 2014** - email sent to Tintagel PC on 18<sup>th</sup> August (with copy to Gemma Hankins,

Sarah Sims, Chloe Pitt and Sarah Arden) requesting a meeting with all parties to resolve current situation. Response received from the PC that it will be discussed with the Parish Chairman and replied to in due course.

In response to this email, Gemma Hankins has suggested a small meeting with key individuals from each group as the most productive way forward. At the moment it looks as though it will be Gemma Hankins, Sarah Sims (Cornwall Council) with Sue Moth, PC Chairman, Sarah Mason + 1 other. The Steering Group will probably be Janet Brown, Richard Martin, Mick Goward and Margaret Beckett (as Secretary).

This meeting has to be completely informal, it cannot impose an Agenda, there is no chairman. It is an open meeting with open discussion – no one is in charge. Gemma Hankins and Sarah Sims cannot make a decision – they are present in an observing role.

It is likely we will have to adhere to the Code of Conduct the same as a Parish Councillor,

We may have to prepare Version 5 of the Terms of Reference.

We wait to hear further from the PC.

6. **Information to be given to Volunteers with email addresses so as to keep them informed of events** – it was agreed by all that a brief covering letter be sent explaining the delay in moving forward, together with Minutes of the 14<sup>th</sup> July and results of the questionnaire. We also forward the comments raised in the questionnaire replies concerning Parish Council information and confirm that these have been passed to the Parish Council for their attention.

In our covering letter we also mention the setting up of the website for the NDP where all information will be uploaded. It will be more informative and user friendly. We will advise everyone when it is up and running.

7. **Any Other Business** – Richard Martin reported on the progress of the website for the NDP – it is registered and working but until it is up and running it says 'Site under Construction'. We need to work on the text for the website – all to assist. Up to date Information i.e. minutes, questionnaires, etc. need to be uploaded.

Profiles of each member of the Steering Group to be prepared.

Jane to design flyer – we will involve local school for design competition.

Tintagel Castle – which is so important to the village economy – Richard Martin has written to Matt Ward to arrange a meeting.

Another Parish Councillor is required to join the Steering Group

A diary is being kept to record ongoing events.

A big thank you to Deana providing yummy cakes tonight and to Jane for making sure we had plenty of tea. The Meeting closed at 8 pm.

8. **Date & Venue of Next Meeting** – to wait until after the next meeting of the Parish Council on 3<sup>rd</sup> September – then to be advised.

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Janet Brown (Chairman)