

Project Manager comments (in BOLD)  
on the Notice to Parish Councillors August 2014

The following copies of correspondence relating to the Neighbourhood Development Plan are either enclosed or have been distributed to you all already and are for your information:-

- a) Steering Group Terms of Reference fourth amendment 14.7.14
- b) Draft Minutes 14.7.14
- c) Project Timeline
- d) Financial Report No. 2
- e) Report No. 2
- f) Analysis of Replies to Questionnaire
- g) Analysis of Questionnaires
- h) Minutes of the Steering Group Meeting 29<sup>th</sup> July 2014
- i) Email from Mrs. Brown (NDP Chairman) re: Funding Application
- j) Email from Mrs. Brown (NDP Chairman) re: Concerns raised on NDP questionnaire considered outside remit of NDP Steering Group

OK so far.

- k) Email from Chloe Pitt, Cornwall Council with comments received from English Heritage re: Tintagel NDP

What is this all about? Can anyone tell me?

The intention was to consider all of the above documents at the meeting to be held on the 13<sup>th</sup> August but considering the advice I have received, I feel acceptance of these items should be held until September.

There is a lot to go through and discussions will prevent voting being completed in one session, even when delayed to September. They should try to tackle some of the list (non-controversial items) to clear the backlog.

As you are all aware, there have been many issues that have arisen over the past weeks with regard to the Neighbourhood Development Plan, the Steering Group and the Parish Council.

Not of our making!!!

I have taken advice from Sarah Arden of Cornwall Council, Sarah Sims (Community Network Manager) and Sarah Mason (Cornwall Association of Local Councils).

These ladies should be given our side of the story and their advice to us (not to the PC) given to us.

The current situation is intolerable and I am listing below the advice and suggestions I have received for a way forward. A one sided list of comments.

- Everyone who I have spoken to has confirmed that the Neighbourhood Development Plan is a Parish Council Plan. The Parish Council is the designated and accountable body. The Parish Council can decide, however, to form a Steering Group made up of members of the community to produce the plan in partnership with the Parish Council.  
No argument. This is what has been done.
- A good relationship between the Steering Group and the Parish Council is essential.  
No argument. The problem is coming from the PC, not the Steering Group.

- It is the members of the Parish Council who will vote to submit the plan. Eventually, after the work has been done by the Steering Group hired to do just this. It is at this point that the PC can examine our work and request changes. It is not for the PC to complain about our work BEFORE we have had a chance to submit a draft NDP.
- The Steering Group will need to demonstrate clearly how they have involved the community and the plan will not go through a referendum or inspection if community engagement is not carried out.  
This we intend to do, and will do, as required of us by the Cornwall rules.
- I have been advised that one way forward may be to make the Steering Group an Advisory Committee of the Parish Council. An Advisory Committee can still meet ad-hoc but will need to report monthly to the Parish Council and also hold a regular meeting which adheres to the same Agenda/Minutes process to which the Parish Council does – this could be on a bi-monthly or even quarterly basis.  
We do not need further oversight and interference. Already we have much more interference than any other organisation and such a move would totally jeopardise the work of the Steering Group. All the necessary safeguards are already embodied in the ToRs and County Guidelines. This move must be resisted.
- If an Advisory Committee is agreed, its members will be required to sign up to the Parish Council's Code of Conduct in the same way that parish councillors do.  
We could (if pushed) sign up as members of the Steering Group already appointed by the PC. Why this extra layer of "arse covering" is required by the PC, is beyond understanding. We are acting in a totally open and transparent way.
- Structures must be put in place to prevent any such recurrence of the current situation in the future.  
I suggest that the individual members of the PC be told by Cornwall Council what the NDP scope covers, and what it does not cover, so that the fears that the PC seem to have can be put into context.  
It appears that there is not a full understanding of the task of the NDP, and the safeguards that are already built in to the system by the Localism Act, and Cornwall NDP advice.  
The PC already have all the protection that they need. They have tasked us to produce a draft NDP for their approval. They should be told to let us get on with the task given to us.

Sarah Sims, Community Network Manager, has offered to come and meet with myself, the Chairman of the Parish Council, the Chairman of the Steering Group and some members from each, to hold a discussion on the way forward. She is not available to do this until early September.

Sarah Simms (and all the other very helpful NDP people) should be briefed (as soon as possible) as to the Steering Group's side of this story. She has only heard the PC side so far. We are being cast in a bad light without a chance to put our side.

I will be meeting with the Chairman of the Parish Council and the Chairman of the Steering Group before the meeting next week in order to bring them both up to date with the advice I have received. The Chairman of the Steering Group has requested that another (neutral) member of the group attend with her which has been agreed.

The above points must be made to The Parish Chairman on Monday.

(Note : This meeting was not held! Cancelled by the PC)