

**Padstow Town Council
Neighbourhood Development Plan Steering Group**

Notes of the meeting held on Wednesday 14 March 2018 at 6.30 pm held at Padstow Town Council Offices, Station House, Station Road, Padstow

Present: Councillors A Rickard (Chairman), FJ Bealing, R Higman, H M Saunders and D N Vivian

In Attendance: Paul Weston (Community Consultant), Kathy Pemberton (Town Clerk), Samantha Daly (Support Officer and Minute Taker) and 3 members of the public

- 1. Apologies:** were received from Councillor A Flide
- 2. Declarations of Interest:** There were no declarations of interest.
- 3. Meeting Note (24 January 2018): RESOLVED** that the meeting note was a true record of the meeting.
- 4. Community Consultations:**
 - a) Summary Report on Methods of Engagement:** Disappointment was expressed in respect of the leaflets being distributed to householders in the Parish. It was considered that this had failed. The Town Clerk advised that the office would investigate concerns that the leaflet distribution had not delivered. The Town Clerk added that as an engagement method, the leaflets were an additional idea. It was felt that it was always possible to improve promotion and that in Trevone local championing and posters were the most effective methods of engagement. The possibility of using the electoral role to reach all residents was raised but it was noted that Cornwall Council were not permitted to provide this. The Town Clerk advised that for future engagement, given enough lead in time, the possibility of using Royal Mail's door to door service could be explored again.
 - b) Community Consultations Report:** Community consultant Paul Weston introduced his report on the recent Aims and Objectives engagement sessions. In his view, he considered turnout and participation was good. The purpose of his report was to review and analyse all the information obtained and to develop a revised set of working aims and objectives with which to move forward. If approved, the revised set would be used as a trigger to develop policies and as such they were written in more appropriate planning language.

The Chairman extended his thanks to Mr Weston and to all those who supported and or participated in the sessions.

There was much discussion regarding the findings of the report. Some members expressed the following concerns in respect of the report:

- Inaccuracies in the introductory paragraphs of the report, such as clarification that the Steering Group were appointed Councillors;

- It was considered that at all sessions attendees were heavily weighted to the older population possibly making the results less valid;
- Under some topics, support at the sessions for certain aims/objectives demonstrated "strong support" but in the summary findings were referred to less firmly with phrases such as "some control" and "some desire";
- Feedback and input from the youth and business community was still needed;
- Some of the proposed new aims and objectives did not reference all ideas supported at the sessions;
- Some of the revised aims and objectives had little or no definition i.e objective 2C "Support local farming"; and
- Turnout was disappointing thereby not providing enough evidence under audit to amend the aims and objectives or move forward.

Mr Weston understood concerns and did not disagree with some of the points made. However, he considered it was his role to make the best and fairest use of the data collected. As he did not live in the Parish he had to rely on the messages coming through from the data and not local knowledge to use statements such as "strong" or "overwhelming" when referring to communitywide support. He considered the turnout for the events were good and on par with other areas. It was however, still a small percentage of the population making it inappropriate to use the data to say the community as a whole strongly believed any one thing. As such, his report could only hint at the emerging bias or preference being evidenced.

In Mr Weston's opinion he did not consider the further development of the aims and objectives would be part of an audit trail. He advised that the community needed to sense an appropriate framework with which it could move forward. He considered that the Steering Group should adopt the revised set of aims and objectives as a working set that would begin to pick up on the topics people were raising; the objectives being broad enough to encompass various matters, the detail of which would be developed through the policies.

Mr Weston considered that given the comments received regarding the February sessions a review into the way the Steering Group communicated to the community may be required. He therefore considered that going forward there may be a role for a questionnaire carefully crafted around a first set of policies.

It was noted that engagement with the business community and youth was still needed and that this would be discussed under agenda item 5 but that it could continue alongside the revised working set of aims and objectives.

Action: The revised set of aims and objectives as detailed on pages 6 and 7 of the report (13 and 14 of the agenda) be adopted as a working set with which to move forward, on the proviso that

further engagement take place as outlined on a first set of policies. Councillor Saunders requested his name be recorded as voting against this decision

5. Consultation Update Report:

Housing Need Survey: It was noted that a total of 185 Housing Need Surveys had been completed. The report from Cornwall Council was expected within the next 2 weeks. This would provide evidence in this regard and feed into the process.

Business Consultation: The Town Clerk referred members to the tabled update report and business address lists. She commented that the list had been circulated to SG and WG members twice for comment. She welcomed views to be able to use this list to move forward with the consultation. She asked any members with knowledge of other businesses to please contact the office. The Town Clerk proposed Tuesday 17 April as a possible date for consultation and sought the Steering Groups thoughts regarding content.

There was some discussion regarding the merit of a large consultation and whether one to one consultations would be more valuable. This had been discussed before and it was agreed to do an initial consultation event but with potential for "follow up". Suggestion was made that following the initial group consultation, it may be beneficial to set up a small business focus group who could form part of an ongoing consultation throughout the process. It was noted that correspondence inviting businesses to the initial group engagement should be clear that attendees would be asked to give their opinion and not just to receive information.

Action: Town Clerk to progress business consultation event, preferred date 17 April 2018. Consultation to be based on the revised aims and objectives as agreed. Snap surveys to be used as outlined in the tabled update paper.

Engaging Young People: The Town Clerk advised that youth engagement needed to capture all age ranges within the 0 – 18 year bracket. Ideas from a local youth worker and from within the office were i) to build engagement onto the end of a relevant information event; ii) internet based engagement iii) attending local youth groups/organisations and iv) the school council. However, the Town Clerk now sought assistance and clearer direction as to how the group would like to proceed with this and the content of the engagement.

One member considered that engagement should focus largely on the electorate who would be voting for the plan with less emphasis on 0 – 17 year olds. Another member expressed concern that more effort should be made to engage those within the 20 – 40 year age range. Concern was that they had been under-represented in other forms of engagement. It was noted that efforts to reach this specific age group directly could be evidenced through information shared with Padstow School. Comment was made that the Housing Survey was likely to capture the views of this age group.

Mr Weston advised that the age range 25 – 39 was known to be the hardest to consult with. He considered that a connection with the youth may be a good way to reach them. He suggested speaking with groups such as Eden Project Communities who work with young people and the possibility of them running an event in the Parish. Councillor Vivian was happy to be involved.

Action: Town Clerk to arrange a brainstorming session with a few members of the Steering Group/Working Group to help progress youth engagement.

- 6. Project Plan and Next Steps:** The project plan was noted for information. Concern was expressed by a member on whether there was satisfactory and sufficient evidence. Mr Weston advised that evidence should always have an emphasis on what is proportionate and should be focused and sufficient enough to argue. He considered that the weight and support of the community was important but of equal value were facts and figures. Further, that the evidence contained in the Local Evidence Report was enough to begin policy making. The next steps would be to ensure that at each policy in turn there was sufficient evidence, as such future evidence would be targeted and specific. This could see changes and further development of the aims and objectives, with the policies themselves expected to go through a number of drafts.
- 7. Planning Local Newsletter:** The legal opinion in respect of the revised National Planning Policy Framework was noted. Mention was made that the Council may wish to respond this consultation. The Town Clerk added that this would have missed the February agenda but was something to add for the next meeting.
- 8. NDP Budget:** The Town Clerk updated that from the 1 April 2018 the NDP Ear Marked Reserve had been revised to £15,000. Further, it was thought additional locality grant funding might be available from April but details had yet to be released. The Town Clerk now sought the Steering Groups thoughts on applying for Locality Funding once more information was available.

Action: The Town Clerk to progress Locality Grant Funding should more information become available before the next meeting.

- 9. Date of Next Meeting:** To be confirmed.

Meeting closed at 7.42 pm