

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

Notes of meeting of meeting held on Wednesday 23 May 2018 at 6.30 pm held at Padstow Town Council Offices, Station House, Station Road, Padstow

Present: Councillors K Freeman, A Rickard, D N Vivian and C Watson-Smyth

In Attendance: Kathy Pemberton (Town Clerk and note taker)

- 1. Election of Chairman: RESOLVED** to recommend to Council that Councillor A Rickard be elected Chairman.
- 2. Apologies:** There were no apologies.
- 3. Declarations of Interest:** There were no declarations of interest.
- 4. Public Participation:** There was no public participation.
- 5. Meeting Note (25 April 2018):** Meeting note to be deferred to the next meeting for agreement.
- 6. Terms of Reference: RESOLVED** to recommend to Council that except for one minor change under "Finance" to delete "£10,000", the Terms of Reference be adopted.
- 7. Update on progress since the last meeting:** The Group noted the following update on progress, as follows:-

Business Engagement: A follow on letter had been sent to all businesses on the Council's contact list. Information sent included a snap survey and raw data responses from the sessions, as well as links to relevant pages on our NDP website pages. There had been a further 3 responses, and emails from 2 businesses detailing their specific planning ambitions. All information had been forwarded to the consultant who will compile a report for consideration by the Group's next meeting.

Youth Engagement: The meeting with Eden representatives took place. Councillor Higman was in attendance. The meeting was helpful with them suggesting ways to engage and advising that successful response rates were "bottom up" approaches. They considered that tagging on to events taking place was a good approach, the Big Lunch for instance. Ways to facilitate conversation could be maps on tables, interactive table cloths and conversation menus. Participation videos were mentioned which could involve youth ambassadors going out and asking young people their views. Interactive maps, known as MapJams was another idea, and also graffiti projects. The Eden Project would be happy to come to a meeting with people who would like to develop any ideas. Their role would be to facilitate the "how" with the representatives but not to facilitate any events. Helpful information had also been sent.

Comment was made that the age group up to 40 years seemed to be problematic for people to engage/return responses. Mention was made that perhaps a group looking at engagement/a questionnaire could take

this into account. Comment was made that hopefully the questionnaires to the school and pre-school would highlight NDP to their parents and this specific age group. The Town Clerk confirmed, as requested, the website was sign posted on the questionnaire.

Youth Engagement Questionnaire: Since the last meeting this had been progressed, a copy of the questionnaire was tabled, which had been finalised with Councillor Higman. Despite efforts St Merryn School and Padstow Baby Toddler Group had not responded. It was also understood that the Baby and Toddler Group at Trevone no longer met. **The Group agreed that no further follow ups be made and that these not be included.**

The good news was that both Padstow School and Padstow Pre-School were keen and enthusiastic to be involved with them both offering incentives for children to take part. The Town Clerk had met with both, attending an assembly at Padstow School to inform them of the same to try to encourage as much participation as possible. The children had asked a number of questions, which was very encouraging and demonstrated how interested they were. Copies of the questionnaire had been given to both with the questionnaire given to children to complete over the May half term and return to school by Wednesday 6 June. The following week the prize draws would be made.

Request for Volunteers: An update on NDP and request for volunteers to take part in specific task groups had been sent, as requested. The NDP update had also been sent to existing Working Group members.

Working Group Meeting Date: The Chairman advised that unfortunately a meeting had not yet been held. A date at the end of May had been held but responses received outlined that the date was not favourable. He had therefore decided to offer either Monday 4 June or Wednesday 6 June, with them to meet on the best date. He apologised for not being able to take this forward before now. He also advised the Group of concern raised in respect of the NDP progress. He advised he had yet to respond fully, acknowledgement had been sent. He had hoped that as we progressed the concerns would have been allayed. Group members noted the concerns, which were circulated, but considered they were happy with the process and progress.

Comment was made by a member that the public were now more aware, with information available on our website and meetings open to the public. Engagement sessions had taken place. Further comment was made that throughout the process evidence would continue to be collected and views sought, in order that we continued to move forward. The Aims and Objectives were "working draft". The consultant had been tasked to take the raw data and present it to the Group for their consideration in a format to progress to the next stage of engagement/consultation.

Further comment was made that it was important to have an NDP in place to make CC accountable, he considered that CC would need to take our policies and procedures into account and could not ignore them. He considered that we were progressing, this could be seen, and he

welcomed the opportunity when we were able to move to land allocation across the parish.

A member also commented that this was a community led document, not reflecting their views, but views expressed through consultation/ engagement with the public.

8. Date of Next Meeting: To be confirmed.

The meeting ended at 6.55 pm.