

Portreath Neighbourhood Development Plan Minutes and Action Points

Date: 15th October 2018

Time: 18:30 pm

Location: Battery House, Portreath

Chaired by: Heather Mullin

In attendance: Heather Mullin [HM], Imogen Day [ID], John Eyre [JE], Iain Stewart [IS], Terry Reynard [TR], Chris Matijasevic [CM], Grace Simkins [GS] Charlotte Caldwell [CC]

Apologies: Claire Whelan [CW], Bridget Clarke [BC], Catherine Dennis [CD]

Agenda Item and Action Points
1. Welcome and Apologies

2. Update on NDP planning progress

HM briefly outlined some key updates on the NDP progress, including a schedule of the upcoming agenda items and the think tank with CC at the end of the meeting.

HM has secured support from Cornwall Council, and has further support from Nick Hayden. HM outlines how the NDP progress is still in the start-up phase, however there have been developments. The Facebook page for the Portreath NDP is up and running with ID proposing to use Base Camp software in order to manage the NDP. This was agreed by the committee

HM asked for any declarations of interests; there were no interests to declare.

TR updated the group on a recent discussion she had with the chair of the Crantock NDP Steering group. The group are attempting to challenge a recent council planning decision that they believed to be at odds with their NDP. TR stressed that this could also be a risk for the Portreath NDP given we are raising the expectations of the community. We need to be clear at all times what the plan can and cannot do.

Action. HM to undertake further exploration of the Crantock issue via discussion with NDP and Cornwall Council. The communication work we prepare should incorporate some information about this

Action. ID to set up online platform Base Camp for the steering group

3. Further Community Involvement

The steering group had contacted the initial volunteers who had expressed an interest in being involved to test their interest in joining our think tanks. JE thought that he needed a different form of support from his volunteers and perhaps having them play the role of an informal sounding board was better at this stage than having them form a think tank. The steering group were in agreed that stakeholder/ community involvement will occur through numerous different methods: Face to face and phone approaches are needed, as well as local events. JE was interested in what role the church could play in the NDP also.

Action: All workstreams to further work on contacting stakeholders and setting up their sounding boards / think tanks

4. Feedback from Portreath NDP Streams: Sense of place

IS and CD haven't heard back from the local school but feel their inclusion is vital to providing help to this stream. CD and IS believe a creative effort is needed in the NDP to protect residents sense of place.

Action: CD and IS to follow up Portreath schools participation in the NDP.

5. Feedback from Portreath NDP Streams: Housing

IS stressed the importance of potential housing developments being the right housing, the right quantity, and the right place. He also stressed that there must be a local focus in determining the basis of evidence for new developments. We also need to consider the needs of the ageing population in our community.

Action: IS to do a bottom up investigation into Portreath's housing needs

Action: IS to look further into community land trusts and rural exception sites

6. Feedback from Portreath NDP Streams: Business

CM outlined the research the workstream had been undertaking. Access to open reach and broadband are priorities for the business stream and they are in the process of contacting the appropriate people. CM also discussed the potential to open a chamber of commerce.

Action: CM

7. Feedback from Portreath NDP Streams: Environment

JE emphasised the need to preserve, enhance and expand Portreath's environment. Protection of Portreath's coastline and Illogan woods are places JE feels are of importance. Sustainable development of the environment but facilitating social and economic growth is the main priority of this Workstream. The steering group discussed the advantages of undertaking a landscape and village character assessment after Charlotte introduced the idea. TR felt she would enjoy the task as well as stating that it would be a good way to integrate the community into doing the NDP.

Action. JE to identify local needs for development and potential development sites.

Action. JE and All workstreams, to undertake a landscape and village character assessment.

8. Project plan: Imogen Day

ID outlined the core three stages of a neighbourhood project plan. ID noted that these were, scoping, drafting and formal consultation. ID addressed how there must be a constant communication with the neighbourhood with the steering group identifying key stake holders. A copy of the NDP timetable was handed out and group discussed time frames of operations. The steering group discussed that modifying the timetable to be universally understood is needed. HM, ID and CC were in agreement that there must be an identification of demographics. HM and CC suggested that it was important to have our written communications in easy to read formats and accessible to people with special needs.

A detailed project plan with key milestones needs to be completed before we can process our bid for money. The plan will need to identify at a high level what the money is needed for and when.

The engagement work will be ongoing throughout the process. ID and JE suggested that we should piggy back off of other events in Portreath such as the Christmas Fair. It is important the we create a list of events taking place over the next few months as well as groups that we can visit.

Action: ID, to modify update the programme plan to include issues discussed

Action: CW , to create a list of events and local meetings that we can attend

Action: All members , workstreams to start to consider their key milestones and resources that will be required to deliver them.

9. Think Tank : Charlotte

CC set a group work exercise to stress the importance to take a step back in the planning process and reflect on self. CC gave the steering group three questions to answer: 1) Put you in the shoes of the resident, what would make you want to engage with the NDP? 2) Who needs to engage with the NDP? 3) What is your real reason for ensuring a successful neighbourhood plan?

Discussion in groups for 20 minutes.

Steering group engaged in discussion on reasons for wanting to be involved in the NDP and how to engage with others. TR addressed the feelings of cynicism and realigning a balance in democracy. TR sought for the power to come back to the people and for their voice to be heard. JE explained motivations were pushed by what he doesn't want to happen to the neighbourhood. The fear of Portreath being a hunting ground for developers, and therefore the need for a voice and control. John also reckoned that this motivation could also be turned into a communication strategy to appeal to the residents of Portreath. HM recognised the importance of feeling a sense of belonging in the community and how there is the ability to provide hope and change for Portreath.

It was further discussed who needs to be engaged with the NDP, GS noted that teenagers, children and young adults must be included, heard and represented in the NDP.

Action: Steering group. Look to differentiate campaigns and communications to appeal to different demographics.

Action: CC to all workstreams stresses the importance of using self-reflection and thoughtful consideration in terms of communication, engagement and action for a successful NDP.

Date of next meeting: Thursday 22nd November 2018 7.00 pm – 9.00pm