

Minutes of Meeting of the Hayle NP Steering Group

2:30pm, 7 May 2014 at the Community Centre

Item	Description	Action																						
1	Present: Cllr. John Bennett, Chair (JB) Cllr. Louise Fox, Communications (LF) Cllr. Brian Capper (BC) Cllr. Graham Coad (GC) Cllr. Bob Mims (BM) Eleanor Giggall, Town Clerk (TC) Paul Weston, Consultant (PW)																							
2	Apologies: Cllr. Jayne Nines Cllr. Howard Lyons Cllr. Dave Cocks Cllr. Anne-Marie Rance																							
3	Terms of Reference: The chairman reported that the terms of reference had been adopted by the town council with minor amendments. The adopted version will be posted on the NP web site and a copy sent to Paul Weston. The initial six appointees to the SG from the council are: <ul style="list-style-type: none"> ❖ Cllr. John Bennett, Chair ❖ Cllr. Louise Fox, Communications ❖ Cllr. Howard Lyons, Community Engagement ❖ Cllr. Jayne Nines, mayor ❖ Cllr. Graham Coad, mayor-elect ❖ Cllr. Brian Capper The deputy chair will be selected (for ratification by the council) once the full SG is in place.	JB																						
4	Project Plan and Timetable: This was reviewed and considered to be generally on target.																							
5	Communications Strategy: The Communications Strategy Matrix was reviewed and the following noted: <table border="1" data-bbox="284 1534 1316 1792"> <thead> <tr> <th colspan="2"><u>Internal</u></th> </tr> </thead> <tbody> <tr> <td>Councillors</td> <td>Automatically through reports at council meetings</td> </tr> <tr> <td>Other elected</td> <td>CC Ward Councillors are on town council Louise Fox to contact George Eustice to determine his wish regarding updates and involvement</td> </tr> <tr> <td>Town Council</td> <td>As per councillors</td> </tr> <tr> <td>NP subcommittees</td> <td>TBC</td> </tr> <tr> <td>Partners</td> <td>None at present</td> </tr> </tbody> </table> <table border="1" data-bbox="284 1848 1316 2011"> <thead> <tr> <th colspan="2"><u>External</u></th> </tr> </thead> <tbody> <tr> <td>All residents</td> <td>Newspapers, Hayle Pump</td> </tr> <tr> <td>Young people</td> <td>Facebook, schools</td> </tr> <tr> <td>Community groups</td> <td>Council mailing list</td> </tr> <tr> <td>Elders</td> <td>Day Care Centre, U3A, press</td> </tr> </tbody> </table>	<u>Internal</u>		Councillors	Automatically through reports at council meetings	Other elected	CC Ward Councillors are on town council Louise Fox to contact George Eustice to determine his wish regarding updates and involvement	Town Council	As per councillors	NP subcommittees	TBC	Partners	None at present	<u>External</u>		All residents	Newspapers, Hayle Pump	Young people	Facebook, schools	Community groups	Council mailing list	Elders	Day Care Centre, U3A, press	 LF GC/LF TC/LF
<u>Internal</u>																								
Councillors	Automatically through reports at council meetings																							
Other elected	CC Ward Councillors are on town council Louise Fox to contact George Eustice to determine his wish regarding updates and involvement																							
Town Council	As per councillors																							
NP subcommittees	TBC																							
Partners	None at present																							
<u>External</u>																								
All residents	Newspapers, Hayle Pump																							
Young people	Facebook, schools																							
Community groups	Council mailing list																							
Elders	Day Care Centre, U3A, press																							

	<table border="1"> <tr> <td>Disabled</td> <td>Disability Cornwall</td> <td>LF</td> </tr> <tr> <td>Schools</td> <td>Ask for teacher to be primary contact</td> <td></td> </tr> <tr> <td>Businesses</td> <td>Chamber of Commerce. Council list</td> <td></td> </tr> <tr> <td>Retailers</td> <td>Chamber of Commerce. Council list</td> <td></td> </tr> <tr> <td>Service providers</td> <td>OK</td> <td>PW</td> </tr> <tr> <td>Statutory Undertakers</td> <td></td> <td></td> </tr> <tr> <td>Major landowners</td> <td>Cornwall Council, Marcus Healan</td> <td>PW</td> </tr> <tr> <td>Developers</td> <td></td> <td></td> </tr> <tr> <td>Cornwall Council</td> <td>Via Marcus Healan and James Hardy</td> <td>JB</td> </tr> <tr> <td>Adjacent councils</td> <td>Chair to liaise</td> <td></td> </tr> </table>	Disabled	Disability Cornwall	LF	Schools	Ask for teacher to be primary contact		Businesses	Chamber of Commerce. Council list		Retailers	Chamber of Commerce. Council list		Service providers	OK	PW	Statutory Undertakers			Major landowners	Cornwall Council, Marcus Healan	PW	Developers			Cornwall Council	Via Marcus Healan and James Hardy	JB	Adjacent councils	Chair to liaise		
Disabled	Disability Cornwall	LF																														
Schools	Ask for teacher to be primary contact																															
Businesses	Chamber of Commerce. Council list																															
Retailers	Chamber of Commerce. Council list																															
Service providers	OK	PW																														
Statutory Undertakers																																
Major landowners	Cornwall Council, Marcus Healan	PW																														
Developers																																
Cornwall Council	Via Marcus Healan and James Hardy	JB																														
Adjacent councils	Chair to liaise																															
	<p>A 'strap line' in addition to the NP logo is required, such as: Hayle's Neighbourhood Plan – Securing Your Future, or Hayle's Neighbourhood Plan – Planning for 2030 <u>All councillors please come up with suggestions.</u></p>	ALL																														
6	<p>Evidence Report: <u>All councillors to review and give comments by 21 May.</u> A set of documents should be printed and kept at the council office for reference.</p>	ALL TC																														
7	<p>Development Potential: Paul explained that, even though the council had voted to support the Town Framework, it was necessary to have this report to indicate that the issue had been addressed. Pages 35/36 contain recommendations which should be reviewed. They should go to public consultation.</p>	ALL																														
8	<p>Gap Analysis: Attached is a first stab at <u>Key Messages and Questions arising from the Evidence Base</u>. <u>Councillors and SG members should, while reviewing the Evidence Base, add additional questions that will form part of the consultation process.</u> NOTE: It is not required to answer the questions – add to them.</p>	ALL																														
9	<p>Community Engagement Strategy:</p>																															
10	<p>Community Survey: A subcommittee of 2/3 people must be appointed to write survey questions.</p>	JB																														
11	<p>Other Surveys:</p> <ul style="list-style-type: none"> ❖ Business survey ❖ Visitor survey ❖ Retailer survey <p>The nature of these and the extent to be determined.</p>																															
12	<p>World Heritage Site Policies: Paul concurs that this requires professional input to produce the right balance between protection and development. Each WHS has unique features. The chairman reported that he had met with Steven Levrant, a heritage consultant currently working at the harbour, who is very interested in becoming involved in the process. Paul agreed to draft a brief for the heritage work. This will need to be addressed around Sept/Oct.</p>	PW																														
13	<p>Membership of Steering Group: We will await the result of publicity to see how many respond. If there is a good response, a methodology will need to be developed to select the members. A Skills Matrix should be used – and can identify gaps that may require training.</p>																															
14	<p>Next Meetings: <u>Wednesday, 28 May, 7pm.</u></p>	TC																														

	<p>This meeting will comprise a brief presentation of the NP process and the requirements for SG membership. Volunteers will be solicited for both SG membership and general support.</p> <p><u>Wednesday, 11 June, 7pm.</u></p> <p>This will be the first full meeting of the Steering Group.</p>	TC
Minutes: jb		

Hayle Neighbourhood Plan

Key Messages and Questions (emerging from the Evidence at 7 May 2014)

Natural Environment and Setting

- What needs protecting and why?
- Are current protections sufficient, or do we need to introduce more?
- What are the implications of the heightened flood risk and further flood work?
- Do we need to introduce design restrictions on the Towans and other sensitive areas?
- How can neighbourhood plan policies support preservation/conservation projects?
- Are local policies required to protect agricultural areas and/or support local farmers?
-

Sustainable Development

- What role do we see Hayle having and serving in future?
- Who are we building for and why?
- Should we set local sustainability standards and measures?
- What relevance will a local design guide have?
- How can we develop in a way that enhances and not detracts from what we have that is special?
- To what extent will the community embrace the green agenda?
- How can the neighbourhood plan contribute to the mitigation of and adaptation to climate change and the transition to a low carbon economy
- How can we best achieve synergy with adjoining neighbourhood plans?
-

People and Housing

- Who are we providing homes for and why?
- What are the housing needs of local people?
- What is the right mix of housing?
- Are we content with the minimum scale of new housing development proposed in the emerging Local Plan? – should we encourage more?
- What are the special needs we should be planning for?
- What does affordability mean in local terms?
- To what extent should we 'control' the design, construction and layout of new developments?
- Should we and can we control the second home market?
- Do we need to introduce local/neighbourhood policies for home extensions and alterations?
- What is the potential for building conversion to residential?
-

Business, Enterprise and Economy

- What is the preferred role for Hayle's economy to play?
- What are Hayle's current advantages and how can we exploit them?
- Do we need to help create more local jobs for local people?
- How can we help up-skill or re-skill local people?

- How can we help local business to succeed and prosper?
- What new businesses would we like to attract?
- What role is there for social and community enterprises?
- Should we protect existing business and employment space from change of use?
- Should we protect existing retail space from change of use?
-

Traffic and Transport

- Should we and can we discourage travel by private motor car?
- How can we ensure that public transport services remain relevant?
- Do we need a more integrated local transport policy?
- How can we improve the network of footpaths and cycleways?
- Do we need more and better car parks?
- Do we need to make areas of the town more pedestrian friendly?
-

Community Wellbeing

- What will be the impact of new innovations and methods of delivery particularly for local health service provision?
- We must plan to provide for an ageing population
- What will be the impact of changing lifestyles?
- How can we help local schools modernise and develop their facilities?
- What additional leisure and recreation facilities are required?
- What do young people want?
-

Heritage, Culture and the Built Environment

- How can we shed the 'regeneration' label?
- What are the implications of the growth strategy on the historic environment?
- We need to change our environment, but gradually
- We must understand the 'developability' issues with older buildings
- What must be protected and what can we allow to change/evolve?
- What is the potential role of a local design guide?
- How can we improve and support the town's cultural offer?
-

Sustainable Tourism

- What role will tourism serve in supporting or promoting the growth and sustainability of Hayle?
- What does sustainable tourism mean in Hayle's terms?
- What is Hayle lacking to be a first class tourist destination?
- How can we use the neighbourhood plan to present the best image for Hayle and its environs?
-