

MADRON PARISH COUNCIL

www.madron.org

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3/19

MINUTES OF AN ORDINARY MEETING OF MADRON NEIGHBOURHOOD PLAN STEERING GROUP HELD AT LANDITHY COMMUNITY ROOMS ON THURSDAY 17TH OCTOBER 2019 AT 7PM.

Present:

Cllr. G. Tanner (Chairman) (GT)
Cllr M Scoble (MS)
Mr P Scrase (PS)
Ms Carolyn Montgomerie (CM)
Cllr Mrs H Hawkins (HH)

Mrs J Ellis (Secretary) (JE)
Cllr H Eddy (HE)
Ms P Venn (PV)
Mr G Brighton (GB)

- 1. Apologies** – Were received from Simon Elliott and Phil Davies
Approval of Minutes - from the 28.08.19 were unanimously agreed.
- 2. Declarations of Interest in Items on this Agenda** – None.
- 3. Steering Group Chairman's introductory remarks** – Cllr Tanner advised that it had been a busy few weeks, especially for those also on the parish council due to the Playing Field works and re-opening and Trafalgar. The community governance review is under way and the outcome of the review will come into action in May 2021 when the NP is also due to be completed.
- 4. Revised project plan to meet May 2021 target date** – The project plan did originally have three survey consultation blocks, the revised plan now has two plus the regulation 14 pre submission consultation. This will go to the next parish council meeting for ratification. Madron does not have the same issues as other NP's have had in other parishes. Madron is not expected to earmark sites for development, however it is recommended to draw lines round boundaries where development would be suited to.
- 5. Project funding situation** – GT advised the locality grant funding had been submitted and approved for £2168 for specific costs such as mailing, printing and posting. Mounts Bay Academy has printed the leaflets and is available for use for further printing. The grant must be spent by March 2020. The largest spend will be on redeveloping the parish council website into a community one.
- 6. Communications and Engagement working group progress** – Design and distribution of community survey – GT advised 50 copies of the survey would be trialled at the pavilion opening on the 19.10.19. Leaflets will be wrapped up in a larger information sheet including a parish map. All agreed the leaflet and survey is eye catching and informative. The map to be used needs to show the surrounding area outside the parish but in a shaded view. A Royal mail mailing drop would go out to all TR postcodes and would unnecessarily be delivered to those not in the parish. However the local authority does have a mailing system that can cover just the parish and is used for Housing needs which GB will look into to see if it can provide the service our survey. Large posters will be put up and sessions are to be run in local education venues such as Mounts Bay, Humphry Davy and Penwith College to attract the younger generation. All members were asked if they were happy with the logo and poster designs and all agreed they were.
- 7. Community Facilities working group progress** – The group has started to source more volunteers for the group. The next stage is to develop a template to ensure the correct questions are asked to the various different age groups in the parish. The information gathered from the questionnaires would also be used. GT advised that when complete the new website will store all the NP evidence. The survey can be completed online and returned to various locations in the parish, venues to be confirmed. The aim is to have the survey returned before Christmas and the turnaround time should be around 3 weeks from when the survey goes out. HH is currently working on the parish magazine and will include a piece on the NP. The survey will assist the working groups as it will start to identify what the priorities of the parishioners are and therefore what the NP should be focussing on.

8. **Natural Environment Working Group progress** – HE advised he has spoken to the Penwith Landscape Partnership and Farm Cornwall to gather ideas to move forward and hopes to draft a list of items to include within the NP such as building materials before the next meeting for comments.
9. **Housing Working Group Progress** – GB advised CC can carry out a housing needs survey once our survey is completed and we identify the parishioner's priorities. CC would send the housing needs survey out and collate the responses. CC has provided housing figures and the parish has provided more houses in Madron than was allocated in the local plan. The housing register identifies 36 families that would like to live in Madron.
10. **Built Environment, Transport, Business and Jobs Working Group Progress** – PS advised a few volunteers have been identified and they need to work through and cover all areas of the map. The aim is to include all listed buildings in the parish, there is currently 166 historic sites listed in Madron parish and many more not listed. Penwith Landscape Partnership may be able to assist in these areas. The large employers of the parish will also be contacted such as Trengwainton, Keneggie Manor and Trevaylor.
11. **Parish Website Update** – The colour palette on the leaflets will also be used on the new website to create a uniform appearance. Now the funding has been agreed, works will start on the website.
12. **Time and Date of Next Meeting** – Thursday 28th November 2019 @ 7 pm at Landithy Community Rooms.