



The Chambers, Penryn Street, Redruth, Cornwall TR15 2SP

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Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

Minutes of a Meeting of the Redruth Town Council Planning Sub-Committee held in the Council Chamber, The Chambers, Penryn Street, Redruth, on Monday 15th April 2019

Present: Cllr Mrs B Ellenbroek Chairman
Cllr S Barnes
Cllr Mrs A Biscoe
Cllr H Biscoe
Cllr Ms D Reeve

In attendance: Ms A Hunt Office Administrator
Mrs J Pascoe Administrative Assistant
Cllr M Brown
Cllr J Tregunna
Ms I Martin Local Resident

PART I – PUBLIC SESSION

- 1303.1 **To receive apologies for absence**
Cllr Ms Eyre (other commitments).
- 1303.2 **Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.**
None were declared.
- 1303.3 **To receive the minutes of the Meeting of the Planning Committee Sub Group, Neighbourhood Planning held on 18th March 2019**
Unanimously RESOLVED that the Minutes of the Planning Committee Sub Group, Neighbourhood Planning Meeting held on 18th March 2019 be accepted as true and accurate records of proceedings. [Proposed Cllr Barnes; Seconded Cllr Ms Reeve]
- 1303.4 **To receive a report from each of the Working Groups on progress made in relation to Action Points arising from the meetings**
- 1303.4.1 **Heritage Working Group – 9th April 2019**
Notes had been circulated prior to the meeting.
- 1303.4.2 **Public Services Working Group – 3rd April 2019**
Notes had been circulated prior to the meeting.
- 1303.4.3 **Housing Working Group – 10th April 2019**
A brief report was given as to what had been discussed by the Working Group. It was stated that houses in multiple occupation (HMOs) needed to be looked into.

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1303.4.4 **Town Centre Working Group – 1st April 2019**

Notes had been circulated prior to the meeting.

1303.4.5 **Transport Working Group**

The group had not met since the last meeting of the Sub-Committee.

1303.5 **To discuss Working Group meetings going forward**

It was agreed to bring the five existing working groups together going forward since there were a number of cross-cutting issues and a need for group discussion. If individual working groups wanted to continue to meet, they were welcome to do so. The new, combined working group would meet at 5:30pm on Wednesday 8th May for a maximum of two hours. The meeting would focus on issues identified and evidence required. It was agreed not to have a Steering Group meeting in May, with the next meeting instead to take place on 17th June.

1303.6 **To receive the first draft Redruth Neighbourhood Plan**

Ms Martin had gone through the first draft of the Neighbourhood Plan with the Working Groups. She advised that it was a very rough draft but helped to give structure to discussions. It was agreed to watermark the document 'draft' and to keep it for internal use only at present while the Steering Group focused on what public engagement it wanted.

1303.7 **To receive a draft Engagement Strategy**

A draft strategy had been circulated prior to the meeting. Ms Martin advised that the strategy was needed for funding applications, although it was important with any project. It was agreed to keep the Redruth Neighbourhood Plan webpage on the Town Council's website. The Steering Group would remain as the formal group overseeing the Neighbourhood Plan, while working groups would continue to be open to all and follow no strict format. Meeting dates and agendas for the working groups would be published on the website but output would not, instead being sent to the Steering Group. It was agreed that social media was an important tool and that the Neighbourhood Plan should have its own social media presence. The Community Projects Manager operated the majority of the Town Council social media pages and could be asked to share posts and information, giving a good reach. Ms Martin would put together a proposal. There was a need to keep control over any social media presence to ensure the information being put out was that which the Steering Group wanted in the public domain. Social media could also be used to direct traffic to the website and publicise consultation. Ms Martin would contact the Community Projects Manager in relation to: including the Neighbourhood Plan in the programme and booking a stall for Murdoch Day; social media; any revived Town Council newsletter and communication with local schools. Ms Martin would be welcome to attend a meeting of the Youth Council as there was a need to engage with young people. She would liaise with the Office Administrator in this regard. When ready to do so, Ms Martin would also look into having a presence at the Thursday and Saturday Redruth markets. Ms Martin would speak to Cornwall Council in relation to the draft policies developed by the Heritage Working Group. It was hoped to use these as a test vehicle as they were the first to come out of the work done to date. There was also an opportunity for a quarterly liaison meeting with Cornwall Council, including with the local planning officers.

1303.8 **To discuss website wording and future proposal**

A proposal for future website wording had been circulated prior to the meeting. It was agreed to update the webpage on the Redruth Town Council website as per the report. Terms of reference for the Neighbourhood Plan would be included on the webpage, previous steering group minutes (other than the most recent signed version) would not.



1303.9 To receive an update on funding applications to Awards for All and Neighbourhood Planning

A funding plan was circulated at the meeting. Ms Martin advised that the Government Neighbourhood Planning fund would open in May and an application would be made as soon as this happened. Any grant would pay for the consultation work in June and July. It was then intended to use any Awards for All grant for pre-submission consultation in September and October. Ms Martin had registered with Awards for All but could not yet see the level of detail required. She would speak to the Community Link Officer in relation to funding. The Steering Group was happy for applications to both funds to go ahead.

1303.10 To receive an updated Project Plan and report on progress in relation to the agreed Action Plan for 2019

An updated project plan was circulated at the meeting. Ms Martin stated that she would be flexible and do her best for the Steering Group. It was agreed that Redruth Town Council was the data controller for the Neighbourhood Plan and would handle any contacts coming out of the work.



Chairman