**Penzance Community Link Forum Meeting**

Held at 7:30pm on 20th November 2018 at the Penzance Town Council offices

**Attendees**

Susan Stuart (SSt) – PZNP

Katherine Uren (KU) – Gulval

Georgina Thorne (GT) – Eastern Green

Peter Kingston (PK) – Eastern Green

Nigel Davis (ND) – Newlyn, Mousehole

Dick Cliffe (DC) – PZ Town Mayor

Stephen Reynolds (SR) – Heamoor

Jane Lambert (JL) – Heamoor

Bonnie Jackson (BJ) – Heamoor/Alverton

Karen Baker (KB) – PZTC Alverton

**Apologies**

Trish Hewitt (TH) – Comms, PZNP

Sue Fogers

Hester Hunt, PZ Town Council

**1 Minutes**

 Signed by DC as a true and accurate record.

**2 Actions**

* + Drafting, SSt (agenda item).
	+ SSt to acquire large-scale map – this has been ordered through Interactive Map Service. **Complete.**
	+ Making Space for Nature - Hester to circulate PPT slides; **complete**.
	+ Community Events – SR – Costcutter and Sportsman’s Arms have both agreed to accept completed questionnaires**. Complete**
	+ Pop-up Penzance re. availability – SSt has spoken to Rachel & Maria, quite booked up until Christmas so **SSt to speak to The Exchange. – Jcol has agreed we can use community hub on Saturday 15th + M&Co. SSt to communicate arrangements to all.**
	+ 200-word Visions to be sent to SSt by all - **all received** (Heamoor, Paul, Eastern Green & draft for Mousehole). Survey Monkey questionnaire has been distributed to Paul Action Group. **Hester to look at Mousehole** – she has a draft to be put up at next drop-in for comment. DOne
	+ SSt to draft Penzance Centre – **ongoing**, to be brought to next meeting. Still in progress.
	+ Hester to contact Caroline White re. being a Treneere rep – **DC to ask Hester for update. Bugger.**
	+ GT has spoken to Liz Sullivan – to **forward her contact details to SSt. WAC have an open day on 13th Dec, SSt to attend with info.**
	+ Census – SR to circulate census data and links – **complete.**
	+ SSt to work with Trisha Hewitt to produce short exec summary for handouts – not an immediate action, **ongoing, to be drafted before Xmas and sent round for comment.**
	+ DC/SSt to find graphic designer. SSt has one contact, has made enquiries and is waiting to hear back. **Continuing action for both.** SSt has spoken to designer who did previous mailshot, meeting him with Keith Bell & Trish next week.
	+ Lavigne Lonsdale sending redacted version of spatial study to SSt to upload on CLF Dropbox. **Ongoing**, SSt chased again, still waiting.
	+ KU to email links to design statements – **complete.**

**3 Drop-ins (SSt)**

 2 evenings at Newlyn and an afternoon at Eastern Green Tesco took place last week. Newlyn attendance slightly disappointing – 20 people over 2 evenings (in comparison to 100 in Mousehole the week before) despite 600 leaflets delivered plus Facebook publicity etc. Harbour development – people aren’t protesting the development itself, more the way things have happened regarding it. Harbour will hold a project update meeting in early December (3rd/4th/5th) and PZNP will hold a mini-expo at the same time, linked but separate. SSt met Hannah Pascoe who would like to be involved with the group and will come to the next meeting.

 Eastern Green drop-in was very busy with leaflets delivered by GT ahead of time and at the drop-in along with questionnaires. This week is the drop-in for Heamoor on Thursday/Friday. SSt has prepared the Village Vision for this. SR has produced A2 “village issues” for display. Last non-urban community drop-in at Mousehole next Thursday. Posters have gone out with a week’s notice and hand-outs are being delivered by local residents.

 Next phase – KU to let Gulval people know they are welcome to attend the Heamoor drop-ins. SSt to write a questionnaire regarding business engagement for the harbour proposals, JK to put this on Survey Monkey. SSt – community link reps could send out informal e-newsletters in between formal consultations if they feel it is necessary. Central Penzance drop-ins to take place over 3 nights the week after the Newlyn drop-ins.

**4 Drafting (SSt)**

 Policies need to be strengthened, particularly Housing and Natural Environment. Policies and Objectives are the key parts of the document. KU – how do we take this forward so that everyone has an input? SR – those who have the time and expertise to do heavy-duty drafting could meet and allocate specific sections to people. SR/JL have looked at the early draft and streamlined areas. KU – an agreed framework is needed for everyone to work to. SSt – main headings are: Context, Aims, Objectives/Achieved By, Policies. SSt to turn this into a template and circulated to everyone for consistency.

 **Action: SSt – complete & sent with papers today along with actions template.**

 KU – this will be a planning document so must be robust and worded correctly in order to be effective. DC – policies need to be evidenced. KU – “achieved by” section can be more specific which will make a stronger connection with local people. SSt – each section now needs to be more detailed and specific, with clarity on whether the objectives are for the overall plan or specific areas. JL – are we criticising existing policies, building on them or both?

 SR – The Local Plan is up for review in the next 1-2 years. If the policies in this change, the Neighbourhood Plan policies should still have a lifespan. However, this does mean that the NP policies need to be robust and protected. KU – we need to demonstrate a need for additional policies. AL – things are changing very quickly overall at present with Brexit, Airbnb etc. so if possible the Neighbourhood Plan needs to be future-proofed. KU to go back to working draft and produce structure from headings, then the draft can be sense-checked for order, repetition etc. SSt will send out a copy of the draft plan with notes and comments so everyone is working from the same version. SR/JL to bring Natural Environment as an example section to next meeting for comment. All to read current Natural Environment draft section beforehand.

  **Action: KU/SSt/SR/JL – all complete & distributed today**

**DRAFT TEMPLATE:**

Context

 - Existing Local Plan policy

 - Applicable disregarded policies

- Background on issue & reference to evidence (detailed evidence will be in appendices)

 - Issues

Required Outcome

How to Achieve Outcomes

Policies

**Date of Next Meeting: 6th December 2018, 7:30pm**