

Minutes of the St Hilary Parish Neighbourhood Planning Steering Group held on 12th April 2023

Present: Martin Searle (MS); Peter Tunstall-Behrens (PB); Geoff Williamson (GW); Roy King (RK); William Searle (WS); Mike Ryan (MR)

1. Apologies: Denis Reed; Jane Howells
2. Minutes of the Meeting of 5th April 2023: Approved
3. Matters Arising:
 - 4 (ii) – the parish clerk had not yet provided the mailing list requested. MS to chase
 - 3 (Item 6) – open green space. PB had emailed St Aubyns to say that we were leaving Friendship Wood in the plan as we did not believe it would harm their interests. MS had sent an email to Mark Dunstan Chairman of the Rosudgeon and Kenneggy Cricket Club advising him of our plans to include the cricket ground as an open recreational green space, but he replied that he had not had time to consider the issue and requested more information. MS had told him that this would be provided in the plan
 - 3 (Item 5) – MR said that he had decided not to submit the draft equality statement to this meeting as planned given the weight of other more urgent business. It would be better to deal with it during the consultation period alongside other conformity matters
4. Organisation of the Regulation 14 Public Consultation on the Pre-submission of the NDP:
 - 4.1 Letter, Leaflet and Response Form to Households
 - We needed to ensure that we included Gears Lane in our distribution with an explanation to these residents as to why they were being included
 - MR and RK had responded to GW with amendments/corrections to the drafts
 - Question one in the response form currently allows only one response when more than one may apply. It was agreed that we should change it to three separate yes/no questions relating to whether the respondent lived, worked or had a business in the parish and a fourth for some other connection to be completed if relevant
 - It was agreed not to include a diversity question in the response form
 - 4.2 Notification Letters to Statutory Consultee List and Content
 - It was agreed to email all on the Cornwall Council List
 - Consultees would be given the link to the parish website response form, but could also email back specific points
 - 4.3 Notification Letters to Other Interested Parties/Stakeholders
 - GW produced a list of business rated properties in the parish and a number of others. MR and WS also added further names. MR referred to an emailed list sent to us by Jane Howells. There was a possible issue with some businesses seeming to lack an email or postal address while we needed to know contact details for non-resident farming businesses such as SEF, Riviera and Pengelly. WS to investigate
 - 4.4 Publicity
 - It was agreed that we should have posters for the parish notice boards and church porch, but not on telegraph poles as previous experience had suggested that this was not a productive use of resources

- Poster and information on the website
- Social media – to contact Cllr West to promote the consultation on the parish Facebook page
- GW to email addresses given to us in previous consultations and suggested getting the consultation mentioned in the “Down Your Way” section in The Cornishman. Need to contact the St Hilary Parish representative for the Down Your Way

4.5 Contact Details for Printed Copies, Questions or Requests for More Information

- For printed copies we had agreed to give the details of the parish clerk in our mail-out
- For questions or requests for more information it was agreed that we offer the St Hilary Parish NDP Steering Group email address

4.6 Arrangements for Any Consultation Meeting(s) or Drop-in Sessions

It was agreed that we would include in our mail-out an invitation to a steering group meeting on a Wednesday evening from 18:00 onwards on the fourth or fifth week of the consultation period

5. Date of Next Steering Group Meeting: Wednesday 19 April at 14:30 in the OSR