

Bodmin Neighbourhood Plan Steering Group

Meeting Notes for meeting of 24 March 2021

Meeting commenced at 18.30.

Steering Group Members Present:

Councillors:

Jeremy Cooper (Chairman); Phil Brown; Joy Bassett; Debbie Henderson, Phil Cooper, Chris Batters

Graham Mountcastle; Christine Howard; Colin Stevenson; Barbara Brittain; Carol Randall; Jane Tily; Jennifer Cruise; Hilda Blacklaw; Alan Brown; Nikki Cooper; Eric Bidmead; Craig Rowe;

Apologies: Cllr Pete Skea & Alan Foad

In attendance: Peter Martin (Town Clerk); Louise Pinnegar (Senior Admin/MS)

NDP/2021/014 **Chairman's Announcements, correspondence**
None

NDP/2021/015 **Declarations of interest, dispensations**
No declarations or dispensations requested.

NDP/2021/016 **Update and evaluation of progress**

Great progress with the survey, thanks to Carol, Graham and Craig Online - 178 completed so far. Team members asked to encourage participation and promote and share the survey via word of mouth and social media.

Paper surveys drop off agreed with designated locations, due 12 April from Printers.

NDP/2021/017 **To Consider survey**
a) The purchase printing and distribution services

Carol – best quote was received from Phoenix Print, so dropped off proof to them, and as timings tight she will turn around any amends asap. Carol, Graham and Craig to sign of final proof, group approved this decision.

Purchase order and quote progressed via BTC Town Clerk.

Cllr P Cooper offered to help collect surveys from Phoenix Print. The Chair will arrange drop off at various pick-up points.

NDP/2021/018 **To consider uptake of web based "Plan Bodmin" survey**

See update above.

Barbara confirmed GDPR clause added to website along with some local interest articles. More would be welcome. Carol and Jane working on a historical article reference buildings and architecture at present.

Also looking at an article gathering people's memories about the town buildings.

Carol currently doing some articles for Bodmin Voice, which are relevant to the plan, all finishing with "go to the survey". Also putting articles in the Banner and Bodmin Way Newsletter.

It was suggested we have some shots of the cuttings of the article to further share on our own websites and social media.

NDP/2021/019 **To consider and agree community engagement opportunities with Volunteer tasks**

Chair advised that the contact he had at Situ8 has moved on, so they are no longer able to assist. Has made some enquiries with other companies about helping to draft the policies.

Also, a family members friend is a data analysis, and she has offered to give some help with that area. Over the summer period we will need to look at who is going to input the data, Pete Martin was agreeable to Council staff assisting.

Survey forms, when produced will have a return envelope to drop off at Shire Hall or to post back in sealed container at drop off points.

Chris Batters kindly offered his production services free of charge to provide a short film for the website / media. Barbara, Carol and Chris to set up a zoom meeting to progress further.

It was discussed how there is a wealth of documentation, local books, maps and walks that can be tapped into.

It was requested that members of the team sound out any prospective consultants to help with the design and policies of the plan. Possibly by autumn of this year.

Stakeholder consultation

Carol suggested we contact local Estate Agents for their feedback on what sells and what properties are in short supply etc. Carol will produce a structured questionnaire and Joy & Hilda volunteered to phone the Agents.

It was confirmed that businesses are also being consulted through the survey, and this section could be extracted to contact the bigger businesses in a separate more in-depth next phase stakeholder consultation. Review phase 2 stage at end of May when paper survey coming to end.

Consultation with the Chamber of Commerce was also suggested.

Also, it was suggested that hard copies of the survey could be dropped off at Agents and developer's sales offices for new purchasers.

Town Centre revitalisation was briefly mentioned in relation to a suggestion about upgrading Fore Street. The Chair explained there was a bid in process for funding and these suggestions would be useful once that was progressed.

NDP/2021/020 **To consider any other information the Chair considers important**

The Chair thanked the group for the tremendous effort made this year in progressing the NDP so quickly to this stage.

Meeting finished at 19.20.

Next meeting: Tues 18 May 2021 at 18.30

Zoom Link: <https://zoom.us/j/94448979575>