



# Wadebridge Town Council

The Town Hall, The Platt, Wadebridge, Cornwall PL27 7AQ  
Telephone: 01208 812643

Town Mayor – Cllr Tony Rush      Town Clerk – Mrs Kate Glidden-Rogers

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## EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE NEIGHBOURHOOD PLAN

### Notes from Steering Committee meeting held on Tuesday 17 December 2013, 10.30am, Conference Room

**Those present :** Cllrs; Tony Rush, Pamela Starling, Adrian Jones, Peter Collis, Jeremy Varcoe & Simon Malloni

**Also present :** Beverley Collins, Minutes Clerk

Tony Rush advised of exit routes in case of an emergency.

1. **Apologies** – None.
2. **Minutes of last meeting** – meeting notes of 19 November 2013 were received as a true record.
3. **Advisory Group** – meeting notes of 19 November 2013 were received as a true record.
4. **Evidence Report** – Peter Collis advised that the report will be available to Members via the Dropbox from 23 December. He gave a brief summary of topic work submitted to Paul Weston and noted that an Executive Summary from Paul will be ready early January 2014 for adoption by the Steering Committee and referral to individual Councils.
5. **Project Review** –
  - a. **Project Timetable** – Amended Project Plan was circulated. Peter gave a précis of the revised plan advising that slippage can be made up for. Elements of the plan were discussed including the requirement of future consultations and the necessity to work on the NHP website for PR purposes.  
It was **AGREED** to accept the revised Project Plan as circulated.
  - b. **Human Resources Allocation** – Paul Weston has requested that task groups are formed for both Land Supply and Community Consultation in order to progress with the required work.
    - i. **Land Supply** – Peter advised that this task group will work with Stuart Todd to on the Development Potential Exercise. It was noted that as this task links with both the Housing topic and the Environment topic members of those groups should be included. Task membership to be confirmed at Advisory Group.

- ii. **Community Consultation** – Task group to work on detailed proposals for forthcoming community consultations. Members discussed the importance of increased PR and use of the NHP website. Peter advised there is a website budget available within the grant funding recently obtained - this would allow for professional services to be used if need be. A Community Engagement programme from Paul Weston was circulated and discussed. It was **AGREED** that Pamela Starling will lead the group with Adrian Jones, Simon Malloni and Peter Collis. Advisory Group to appoint member(s) if required.
  - c. **Budget Plan & Cost Issues** – Budget sheet circulated and discussed. Simon confirmed St. Breock Parish Council has agreed to a NHP budget (Minutes to follow). Peter confirmed likewise for Egloshayle Parish Council. Expenditure for Spring 2014 Consultation was noted.  
It was **AGREED** to accept the budget sheet as circulated.
6. **Open Space** –
- a. **Stuart Wallace, Cornwall Council** – It was agreed that Beverley would arrange dates with Mr Wallace for a presentation meeting early January 2014. Steering Committee and Advisory Group members to be included.
  - b. **Questionnaire** – Members will discuss completion of the questionnaire (by 24 January 2014) after they have met with Mr Wallace.
7. **Date and time of next meeting** – Tuesday 21 January 2014 – time to be confirmed.

Meeting closed – 11.55am

Meeting & Date	Date received by Steering Cttee	Date received by WTC – Full Council
Steering Cttee – 17/12/13		