

Neighbourhood Planning Meeting.
Held at St Blazey Community Rooms on 20th March 2018.

Present.

Jenny Moore
Jenny Taylor
Kelvin Simms
Gaynor Mamo

Apologies
June Anderson
Louise Pyle
Tony Nethercott

Councillor Moore welcomed everybody to the meeting and said that the main purpose of the meeting was the web-site.

Our current web-site provider is finding it difficult to keep abreast of her work and has told us she is happy for us to change our web-manager. JM has been in contact with Eve Winterbottom who has said she would be happy to take on the project and an hourly rate has been agreed. The Town Council have given the NP a budget of £1,000.

Eve has looked at the site and said it would be preferable to change web-provider to site builder. All present agreed.

The current web-site passes all e-mails mail@stblaisenp.co.uk and queries to the Town Clerks e-mail. Eve suggests using a new User ID for siteBuilder that will be needed so that payments can be made by Gaynor and Eve suggests creating new email account stblaisenp@gmail.com which can be accessed by both Eve and Gaynor. The advantage of this is that photos could be loaded to Google Drive under this Id. for displaying photo galleries on the website. All present agreed.

Decide on email address – Gaynor suggests that the same e-mail address as user ID however Eve suggests mail@stblaisenp.co.uk but says it may be more flexible to create a gmail address. All present agreed that Jenny, Eve and Gaynor could make the decision.

The previous web-writer seems to have embedded an application called ‘Flowplayer’ to play videos on her website. The only application supported by SiteBuilder is ‘You Tube’. All present agreed to use You Tube.

The photo gallery on the current home page is governed by a facility in WebPlus which is not supported by SiteBuilder. Eve suggests creating photo albums on a Google account. Eve has used similar for the PL24 website. All present agreed.

Eve has said that we need to decide on SEO (Search Engine Optimization) words/phrases. All present agreed that Jenny, Eve and Gaynor could make the decision.

Eve has asked if we would like more content:

Minutes- Gaynor will look at minutes on the new web-site and send Eve more if applicable.

News Page – Gaynor will look at news page on the new web-site and send Eve more if applicable.

Eve has asked about press@stblaisnp.co.uk – This is the first Gaynor has heard of this so doesn't think it will be worth continuing. All agreed.

Questionnaires - The questionnaire page should now only show results.

Twitter – This is the first Gaynor has heard of this so doesn't think it will be worth continuing. All agreed.

Links Page – Gaynor believes this is up to date but will look at the new web-site to see if any more should be added.

Forth Coming Events – Everybody agreed that this is a great idea

I believe all the links pages to still be relevant.

Eve has asked if there should be a list of committee members, all agreed just Jenny Moore's and the Town Clerks details would be sufficient.

Eve suggests a forthcoming meetings should be added. All agreed.

Jenny Moore gave the group an update on progress.

Since the Neighbourhood Plan Working Group was established, we have made considerable progress. There are a number of projects affecting St Blazey at the moment, all of which need to be reflected in the Neighbourhood Plan, such as StARR, St Blazey Masterplan and others. Therefore the Working Group have heard from those concerned which has been included in the development of the policies. However, as these projects are in their formative stages, it has been necessary to keep updated in order to proceed.

Working with CRCC, a questionnaire was devised, relating to the policies which will work towards informing the plan, which was sent out to all households in St Blazey. In addition, it was possible to arrange for a less formal version of the questionnaire to be prepared, to appeal to the younger members of the community. The return rate on the questionnaire was very high (in Neighbourhood Plan terms) with 304 households responding. These questionnaires form part of the consultation process, which is essential in terms of the plan. The results of the questionnaires have been disseminated through PL24 Community Association website and the St Blaise Neighbourhood Plan Facebook page.

The Chair has been in consultation with CRCC and also with the Neighbourhood Plan Development Officer, both of whom have been extremely helpful. Ryan Searle, the NP Development Officer has commented extensively on the questionnaire, to ensure that we comply with what is necessary for the plan to be developed.

Further, the Chair recently attended a Neighbourhood Plan Surgery, at which an ambitious timetable for the drafting of the plan was developed. Basically, the vision

and objectives recently drafted by Louise Pyle from Ocean Housing will be expanded and developed plus more in depth analysis of the responses to both questionnaires will be undertaken by the Chair, so that further information can be put to the community. The timetable towards submission of the plan is as follows:

St Blaise Neighbourhood Plan - timetable	Date due
Vision and Objectives, feedback on questionnaire, communication to the community (the feedback will be summarised into a template which has been provided)	12 April
Draft plan	1 June
Screening	June
Feedback on screening	1 July
Plan finalised	1 August
Pre submission consultation	September
Pre submission consultation responses	Mid October
Submission	1 December

In this respect, the Environment Agency and Cornwall Council are arranging an event, **PL24 Futures** to take place at Alexander Hall on **12 April**. At this event, it is proposed to put the Visions and Objectives, plus the highlights of the responses to the Neighbourhood Plan questionnaire to the community for comment. Anyone prepared to help at this event, would be most welcome.

As said earlier the website manager is now changing, it should be pointed out that the lack of an active website could be seen as failure to engage with the community, at the time the NP is scrutinised.

The meeting closed at 6.29 pm.