

Breage NDP SG meeting 9/18, notes of meeting of 18/09/18

Attendance: Clive Richards, Ian Stovell, Lindsay Bryning, Karen la Borde, Wendy Shallcross, Chris Ralph

Apologies: David Davies, Richard McKie

Also in attendance: David Harper, Alison Poole, Tanis Board, Clive Liddell, Marion Liddell

Summary of comments from parishioners:

- Newsletter 1 may not have been delivered to all households.
- Complaint should be made to Cornwall Council if not all households have received copy of Newsletter 1.
- Tanis Board offered to give a talk on history of Praa Sands at scheduled Praa Sands meeting.
- Ownership and boundary issues.

Agreed:

1. Wendy Shallcross to join Steering Group.
2. Wendy Shallcross OK to share telephone or e-mail on public documents.
3. Tanis Board to have a slot on agenda at Praa Sands meeting to present history of village
4. Notes of meeting of 21/08/18 agreed.
5. Income of £2100 drawn down to date, expenditure of £842.72 to date.
6. Get google analytics on SG web site
7. Draw down further £200 of Locality funding from BPC to support on-going web content
8. Clive Richards to take over management of drop box.
9. Karen la Borde to take over interim management of SG facebook page.
10. Agenda, notes, poster, newsletter and Carleen Show report to go on web site
11. Seek to increase facebook posts to enhance marketing/promotion
12. Explore opportunity to use Trevena Cross Xmas fair as a publicity event
13. Consider event at Germoe School on NDP given cross parish school children movements
14. Commence research/drafting of Evidence Base document as next key task/monthly agenda item.
15. For next SG meeting draft introduction, location of parish, results of initial consultation, population, environment, housing, heritage, transport, wildlife, renewable energy
16. Other topics to be researched/drafted for future SG meetings.
17. Develop household questionnaire at next SG meeting as next key task
18. Questionnaire to be closed/quantitative questions.
19. Aim to distribute household questionnaire in November/December
20. Consider health issues/engagement with young people.

Actions:

1. Amend SG and PC web site to show Wendy as SG member (CMR)
2. Request BPC clerk to send DOI forms to Wendy (CMR)
3. Complete and return DOI forms to BPC clerk (WS)
4. Provide slot on next meeting agenda for Tanis Board (CMR)
5. Get bank mandate changed for signatures from Stephen to Ian (RmcK)
6. Produce and get article on NDP in next editions of Link and Chronicle (RmcK)
7. Add photos to Godolphin Cross and Ashton Fete reports (IS/CliveR)

8. Ian/Clive to act as web editors and receive training from web site contractor (IS/CliveR)
9. Book Ashton Church for planned SG meeting in Ashton (IS)
10. Request web site contractor to add google analytics to web site functionality (CliveR)
11. Chase up web contractor to arrange web site CMS training (CliveR)
12. Request draw down of £200 from Locality funds via BPC (CMR/RmcK)
13. Liaise with Stephen/Debi to transfer management of drop box (CliveR)
14. Liaise with Stephen/Debi to transfer management of facebook page (KLB)
15. Provide inputs and request web contractor to put (agreement point 10) on web site (CMR)
16. Push posts and marketing activity on facebook (KLB)
17. Contact Trevena Cross to explore whether can exhibit at Xmas Fair (IS)
18. Contact Germoe PC to see if any issues hosting an NDP event at Germoe School (CMR)
19. Pull together inputs/sections of the Evidence Base Report (CMR)
20. Draft 'introduction' to Evidence Base (CMR)
21. Draft 'location and map of parish' for Evidence Base (CMR)
22. Draft 'summary results of initial consultation' for Evidence Base (CMR)
23. Research and draft 'population and demographics' for Evidence Base (DD)
24. Research and draft 'environment' for Evidence Base (DD)
25. Research and draft 'housing' for Evidence Base (CMR)
26. Research and draft 'heritage' for Evidence Base (LB)
27. Research and draft 'transport' for Evidence Base (IS)
28. Research and draft 'wildlife' for Evidence Base (CliveR)
29. Research and draft 'renewable energy' for Evidence Base (KLB)
30. Think about questions for householder survey to consider/develop at next SG meeting (ALL)
31. Invoices for poster printing, hire of Praa Sands to Richard for payment (CMR)
32. Provide monthly progress report to BPC (CMR)
33. Prepare agenda for next SG meeting, circulate and copy to BPC (CMR)

Next meeting: 16 October, 7.00 – 9.00, Praa Sands Community Centre