



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

EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE NEIGHBOURHOOD PLAN

**Notes from Steering Committee meeting held on
Tuesday 24 September 2013, 10am, Room 5**

Those present : Cllrs; Tony Rush, Peter Collis & Simon Malloni

Also present : Beverley Collins, Minutes Clerk

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

1. **Apologies** - Amanda Pennington, Pamela Starling & Jeremy Varcoe.
2. **Minutes of last meeting** – Notes of meeting held 27 August 2013 were received as a true record. It was reinforced that the Steering Committee will lead the project requesting assistance from the Advisory Group as and when necessary.
3. **Declarations of Interest** – Suggestions from Tony Faragher were circulated and discussed. It was noted that due diligence is necessary and the following points were agreed :
 - Paperwork will be held securely in the Town Clerk's office and will not be available to members of the public unless the Town Clerk is advised otherwise.
 - Interests will be relevant to the Neighbourhood Plan area.
 - Declarations should be advised at the start of the meeting as per Agenda or as soon as the interest becomes apparent.
 - Challenges will be dealt with as they arise. If the matter cannot be resolved at the meeting it will be referred to the Steering Committee and/or Town Clerk.
 - Level of interests will include :
 - a. Commercial or business.
 - b. Memberships of campaigning organisations or those bodies whose main purpose is to influence public opinion or policy.
 - c. Directorship of companies (whether Limited, Community Interest Companies etc.), Industrial and Provident Societies.
 - d. Directorships and Trusteeships of Charities.
 - e. Ownership of land within or lying adjacent to the defined area of the Neighbourhood Plan or options on such land (to include home address either as owner or tenant).
 - f. Any other interests at Members discretion.

Action : Office to circulate appropriate paperwork.

4. **Grant Funding** – Peter gave a précis of the funding received referring to information as set out below (previously circulated to all) :

Grant Award

	Grant Application £	Grant Award £
Secretarial/Administration support	1440	0
Use of Professional Consultants	3375	4000
Future questionnaires & focus groups	540	540
Summary Plan printing & publishing costs*	750	750
Land Registry	395	395
Website development costs	500	500
Total grant	7000	6185

*Related to a leaflet for communication with the public.

It was noted that the funding is to be used within a 12 month period and that a further £815 may be applied for at a later date if required. Funding availability for future public events / community interaction was discussed including the use of the website. Several future events are required - some topic groups overlap and interlink. Peter noted that Paul Weston's work schedule ends in March 2014 and will bring the project back on schedule with the original timeline.

5. **Consultation with Young People** – Simon advised he would like to formally approach the Head of 6th Form at Wadebridge School in order to discuss current and future prospects for local young people. Various elements were discussed and it was noted that Pamela Starling and Amanda Pennington are working on the Education / Young People topic group. It was **agreed** that formal contact should be made.

Action : Simon to contact Pamela & Amanda.

6. **Advisory Group Membership** – The Committee individually considered two applications forms which had been submitted.

- Mr Grenville Stanbury** – It was **agreed** to Co-op Mr Stanbury to the Advisory Group.
- Mr Philip Mutton** – It was **agreed** to Co-op Mr Mutton to the Advisory Group.

Both new members to be advised of the decision, notified of meeting schedule and requirement of register of interests. Inclusion in topic group work to be agreed at next Advisory Group meeting (8 October 2013).

Action : Office.

A further request had been received but an application form had not been submitted. The Committee **agreed** to hold this in abeyance until further details and an application form are received.

Action : Office.

7. **Date and time of next meeting** – Steering Committee, Tuesday 22 October 2013, 10am.
The Advisory Group, Tuesday 8 October 2013, 7pm (not noon as originally arranged -
amended schedule to be re-circulated asap).

Meeting closed – 11.05pm

Meeting & Date	Date received by Steering Cttee	Date received by WTC – Full Council
Steering Cttee – 24/09/13		