

MINUTES SALTASH PARTNERSHIP & MCTi

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Minutes in chronological order

Minutes of a Meeting of Saltash Partnership held on Thursday 12th August 2004 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr A Berry, Councillor B Carter, Mr H Contreras, Councillor J Ellison, Mr D Kent, Councillor Ms P Miller, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake,

ALSO PRESENT: Mr J Evans (Community Agent)
Mr J Grail
Ms S Prattent (Caradon District Council)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr W Cotton, Councillor M Gee, Mr A Hearl, Mr L Hughes, Mr K Martin, County Councillor Mrs J Mepsted, County Councillor B Preston

25/04/05 ANNUAL MEETING

The Chairman reported that the Annual meeting is due to be held in September and, therefore, all items relating to the Annual meeting will be deferred for one month.

26/04/05 MINUTES

It was agreed that the Minutes of the Meeting held on the 8th July 2004 be confirmed and signed as a correct record.

27/04/05 MATTERS ARISING

There were no matters arising.

28/04/05 CARADON DISTRICT COUNCIL

Ms Prattent stated that she had no matters to raise with the Partnership.

29/04/05 CORRESPONDENCE

- a) Consultation was received from the District Council on a new Licensing Policy. It was agreed to ask Mr Hearl to review the documentation.
- b) Councillor Ellison reported that Living Spaces had not been able to approve the application for the regeneration of the Longstone Park play facilities as they have decided not to accept any new applications with immediate effect due to the number of applications received.

30/04/05 ANY OTHER PARTNERSHIP BUSINESS

- a) It was agreed to write to Saltash Waterside Residents Association to congratulate them on their initiative on the play train.

- b) Councillor Ellison reported that Peoples Places have agreed support in principle for the application by Saltash Waterside Residents Association for a pocket park in Silver Street.

31/04/05

MCTi

- a) It was noted that Mr Leigh Hughes had joined the Education Group as Group Leader.
- b) There were no new members to introduce.
- c) A copy of the Community Agent's fourth monthly report had been previously circulated. It was noted that there had been a small increase in the numbers who have completed skills audits. A Gateway to Cornwall stall was manned at Sustainable Saturday on 3rd July 2004 and at the Saltash Regatta on 10th July 2004. Mr Evans will be attending the Hatt Youth Festival on 22nd August 2004 and members of the Partnership are welcome to attend. Mr Rance had attended a MCTi Youth Meeting on 7th July 2004. Mr Berry reported that there will be a MCTi Chairs group of the 14 towns on the 3rd September 2004 and Councillor Tait will try to attend.

Mr Evans submitted costs for an evening boat trip on Friday 3rd September from Saltash to go up the river and return. This would provide an opportunity to promote discussion on how the MCTi process is going. It was also felt that this would be a good gesture to those who had been working hard on the project. It was agreed that Mr Evans organise the trip with Plymouth Boat Cruises which can take up to eighty passengers at a cost of £300.00. Tickets to be available on a first come first served basis. There will be no raffle on the evening. Name labels to be provided and reports from the sub groups to be available. Media representatives also to be invited. The Chairman and the Community Agent will agree a list of guests to be invited.

It was noted that St Dominick want to go with the Callington group but the Partnership will endeavour to encourage the people of St Dominick in another way as it is felt they are missing an opportunity.

Mr Evans will ensure that a copy of the Countryside Agency document "Planning for Vital Communities" is sent or made available to the team leaders. He will also chase a copy of the Resource book from Cherida Fletcher. Mr Berry stated that the South West RDA has confirmed a new three year commitment to invest over £40,000,000 in projects and initiatives specifically designed to improve the rural economy. In that pot there is MCTi earmarked money.

Mr Westlake suggested that a website is created for MCTi with a password protected page. It was agreed that Councillor Ms Miller speak to Mr Barry Isaacs regarding this and Mr Evans will review the MCTi page on the web.

- d) The Chairmen of theme groups reported on their meetings.

Mr Pedley reported that the environment group had met on the 10th August 2004 but there was a disappointing attendance of five members. The group will meet again on the 7th September 2004 at 7.00 pm at Ashtorre. The Royal British Legion at Tideford had donated the hire of the room. The Clerk reported a letter from Landulph Memorial Hall stating that the full hire cost of £22.00 must be paid for the hire of the hall. It was agreed that the invoice be paid in full.

Mr Grail reported on the Sport, Leisure and Health group. This group is well attended with 30 people coming to each of the meetings. Members are enthusiastic and a variety of ideas have been put forward. The group is also focusing on housing and public safety. Mr Grail stated that he felt there should be an opportunity to focus on what has been achieved so far and where to go next. It was suggested that at the next group leaders meeting a discussion is held on whether to hire a facilitator. Councillor B Carter stated that a lot of the sports clubs have identified that they would like a central source to meet and asked at what stage people are brought on board to look into this. Mr Berry suggested that this could be started by getting someone to speak to the group on what there is and what would be feasible.

Councillor B Carter reported on the Health group. The main item to come out so far is that there is a need for volunteers. It was agreed that a press release could be undertaken to encourage people to volunteer for the various organisations.

Mr Westlake reported on the Economy and Tourism group which had held one meeting but was poorly attended. The next meeting is to be held on the 25th August in Landrake. The District Council is obtaining some information for the Health Check. Mr Westlake said the group would like to see some of the larger employers come along to meetings. If the Transport group does not get more members he suggested that it could be rolled in with this group.

The Education group will meet on the 18th August 2004 at 7.00 pm for its first meeting.

- e) It was noted that the Public Consultation event planned for September is slipping and a date should be rescheduled by the group leaders at their next meeting. Mr Westlake suggested that it would be possible to hold virtual meetings by e-mail and certainly group leaders could keep in touch between meetings. It was agreed that this might be an avenue worth pursuing. Councillor Ms Miller is currently doing a press release regarding the Health meetings.
- f) Councillor Ms Miller suggested that the Partnership meeting could be used as an exchange of information and reflection time. Business dinners were also suggested as a way of communicating with the companies. She reported that the Town Council has given additional free use of the

Guildhall for meetings up to now but as other halls are charging, from now on it has been agreed that the Council will charge for MCTi meetings and copying etc.

- g) The next event will be the Youth Day at Hatt when it is hoped to engage with the Parishes surrounding Saltash.
- h) The next step is to move towards the public consultation event.
- i) Any other MCTi business:-
 - (i) Mr Evans has a copy of the draft Bodmin and surrounding area Plan and will make it available to anyone who wishes to see it.
 - (ii) Mr Berry stated that he is willing to come to an evening Team Leaders meeting.
 - (iii) Mr Contreras asked if the Partnership has to apply for MCTi match funding again. It was noted that there is no need to apply again at the present time.
 - (iv) Councillor B Carter asked if the workshop manual which Mr Evans is to obtain could be made available to Team Leaders before the next Partnership meeting and then Mr Berry could come and advise on the next phase.
 - (v) Mr Grail referred to a conference on Rural and Urban Livability. Whilst the course itself was £450 it was felt the minutes and report of the conference would be useful for the Team Leaders to see. It was agreed to obtain a copy of the report.

32/04/05

DATE OF NEXT MEETING

Thursday 9th September 2004 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 9th September 2004 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr L Bradley, Councillor B Carter, Mr W Cotton, Mr H Contreras, Mr D Kent, Councillor Ms P Miller, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake,

ALSO PRESENT: Mr J Evans (Community Agent)
Mr J Grail
Ms S Prattent (Caradon District Council)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr A Berry, Councillor M Gee, Mr A Hearl, Mr L Hughes, Mr K Martin, County Councillor Mrs J Mepsted, County Councillor B Preston

33/04/05 CHAIRMAN'S REPORT

The Chairman reported that Partnership's involvement in many things has been curtailed due to the amount of work involved in the MCTi process. However, he stressed that Partnership still has a role to play. During the year Mr Ron Freeman had resigned after much service to the Committee.

34/04/05 APPOINTMENT OF REPRESENTATIVES

It was unanimously agreed that the following representatives be appointed to Saltash Partnership:-

Caradon District Council	Councillors S Tait & B Carter
Saltash Town Council	Councillors J Ellison & D Carter
Cornwall County Council	Councillor Mrs J Mepsted or B Preston
Chamber of Commerce	To be confirmed at next meeting
Caradon Assoc of P.CIs	Councillor R Daniel
Saltash Heritage	Mr D Kent
Forder Community Assoc/ Tamar Protection Society	Mrs M Tomaszewska
Livewire	Mr A Rance
Saltash Sailing Club	Mr T Bardwell-Jones
Waterside Residents Assoc	Mr B Pedley
Saltash College	Mr S Warnes
Saltash Youth Office	Mr C Marsh
Babis Farm Res. Assoc	Mr H Contreras
RDA	Mr A Berry
Mayor (or Deputy)	Councillor Mrs S Hooper

35/04/05 APPOINTMENT OF COMMUNITY REPRESENTATIVES

It was unanimously agreed that Mr A Hearl, Mr L Bradley, Mr J Westlake and Councillors M Gee and Ms P Miller be elected as community representatives for the ensuing year.

36/04/05 **ELECTION OF CHAIRMAN**

(Mr B Pedley took the Chair for this item)

It was unanimously agreed that Councillor S Tait be re-elected Chairman.

37/04/05 **ELECTION OF VICE-CHAIRMAN**

It was unanimously agreed that Mr L Bradley be re-elected Vice-Chairman.

38/04/05 **APPOINTMENT OF PRESS OFFICER**

In the absence of a volunteer, the Chairman agreed to fulfil this role.

39/04/05 **ANNUAL FINANCIAL REPORT**

The Clerk circulated copies of the accounts to 31st March 2004, which showed a total in all three accounts of £13,694.27p. It was unanimously agreed that the Community Chest account be closed and monies transferred to one of the other accounts.

40/04/05 **MINUTES**

It was agreed that the Minutes of the Meeting held on the 12th August 2004 be confirmed and signed as a correct record.

41/04/05 **MATTERS ARISING**

- (a) Mr Contreras reported that during discussions regarding the MCTi health checks it had become evident that volunteers are needed to work in the mental health field.
- (b) Mr Hearl has been asked to review the documentation on the new licensing policy.
- (c) The MCTi workshop manual has still not been received and Mr Evans will follow-up.

42/04/05 **CARADON DISTRICT COUNCIL**

- (a) Ms Prattent stated that the District Council's exhibition "Don't Miss the Bus" received 40 visitors in Saltash. It was felt that more would have attended if the exhibition was more central.
- (b) Mr Pedley stated that some boat owners are paying for space on Jubilee Green but there is one boat owner using the Pontoon free of charge. Ms Prattent stated that the District Council is aware of this and has approached the Office of Deputy Prime Minister regarding a problem with the bye-laws.

43/04/05

CORRESPONDENCE

- (a) It was agreed that Councillor Tait and Mr Evans should attend the next meeting of the Cornwall Forum Network.
- (b) The South West RDA is searching to find the most enterprising town, city or place in the South West of England. It was agreed that the information be noted.

44/04/05

ANY OTHER PARTNERSHIP BUSINESS

- (a) Councillor Ms Miller reported that Noah Taylor, who had undertaken some of the public art works in Saltash, is now teaching a public arts course at Saltash College and is interested in funding projects as practical work for both the course and the Partnership.
- (b) Councillor Ms Miller reported that the Town Council has agreed to adopt the celtic cross project in its pre-construction phase and fund £500 for the feasibility study. The artist has come back with a proposal to prepare some presentation materials and Councillor Ms Miller asked if the Partnership would consider a contribution to the project. It was agreed that a donation of £200 is made.
- (c) Councillor Tait reported that the brown tourism signs in Saltash needed to be adjusted and this would cost between £200 - £300. It was agreed that the Partnership meet the cost.
- (d) It was agreed to add a presentation on the celtic cross and discussion on public art to the next agenda.

45/04/05

MCTi

- (a) A letter was reported from St Dominick Parish Council stating that they are withdrawing from the Gateway MCTi Group. It was agreed that Mr Evans write to Pillaton Parish Council and ask if they wish to stay with the Gateway Group.
- (b) The Chairman introduced Joanne Baskott. Mr Evans will telephone members who have not attended recently to try and re-ignite interest.

Mr Evans circulated his 5th report. It was agreed that the report of the Community Agent be noted.

Mr Feltham felt that not enough information was known about other events happening in and around Saltash. He was advised of the Saltash Town Diary and it was agreed to investigate whether this could be circulated to the surrounding Parishes.

- (c) Mr Bradley reported that the group leaders had met earlier to look at common approaches. It was felt that there needed to be an exchange of

information between the groups and it was evident that all groups are not using the same reporting format. It was agreed that Mr Evans discuss with Western Web the possibility of having a page on the web site where information can be put for group leaders and others to access by a password but at this moment would not be in the public domain.

A discussion was held on how to draw conclusions from the health checks. Ideas need to be moulded together and groups move at the same rate. It was felt that a brain storming session was needed to share common information, then go to Parishes again to give presentations on what has been achieved so far and what problems have been identified. Mr Evans to contact leaders, as well as those people able to offer advice, to arrange a meeting on the 16th October. Mr Bradley will lead this meeting and leaders will present their findings to date. A group leaders meeting will be held prior to this event.

The Education theme group needs to make more progress and had been considering how to contact the youth. Ms Prattent said she will contact Richard Ludlow and invite him to attend. It was suggested that the group should meet the new management team at the Community School, also Saltash College and the youth who were involved in Saltmill. It might be possible to find out how other MCTi groups and Beacon groups have contacted youth.

- (d) Mr Grail reported that the next meeting of his group will be at 7 pm on the 28th September at The Guildhall. A meeting to discuss housing will be held on the 21st September.

Mr Pedley reported that his group meet on the 16th September. Mr Cotton reported that the transport group had met and completed part of the health check. It was highlighted that the Parishes need traffic calming and public transport. A lot of young people had walked from Saltash to Hatt for the youth event, but there are no pavements.

It was noted that Mr Hughes had not been able to get people together for the Education group.

- (e) Mr Evans reported that he had had a conversation with Mrs Parsons from the Forder Community Association who felt that from their perspective they do not have the qualifications to join the group.
- (f) Mr Bradley stated that the six month contract for Mr Evans ends at the end of September and it is now necessary to consider the position. Mr Evans had agreed to an extension to his contract by three months at an increased salary and this was confirmed by the Partnership. It was also agreed to advertise for a second Community Agent on a temporary six month contract as per the first contract.
- (e) Enquiries were made if there was a University of the Third Age in Saltash. It was understood that there was a connection with the Community School.

(f) It was noted that the Education Group will be covering art, together with culture and heritage. Councillor D Carter is interested in joining the Education Group.

(g) Mr Evans has been trying to contact with Local Strategic Partnership but with limited success. Ms Prattent stated that Mr Foster at the District Council recognises that the MCTi needs to be on this group.

46/04/05

DATE OF NEXT MEETING

Thursday, 14th October 2004 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 11th November 2004 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr L Bradley, Councillor D Carter, Mr W Cotton, Mr H Contreras, Councillor J Ellison, Mr D Kent, Mr K Martin, County Councillor Mrs J Mepsted, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake

ALSO PRESENT: Mr R Feltham
Mr S Foster (Caradon District Council)
Mr S Swale (MCTi)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr A Berry, Councillor B Carter, Councillor M Gee, Mr J Grail, Ms P Miller, Ms S Prattent, County Councillor B Preston, Mr S Warnes

The Chairman offered condolences to Councillors Brian and David Carter on their recent bereavement.

The Chairman introduced Mr Swale from MCTi Association. He explained that his role is to give support to the MCTi towns in Cornwall. He will focus on the five new towns but he will come to Saltash meetings when possible.

53/04/05 MINUTES

It was agreed that the Minutes of the meeting held on 14th October 2004 were confirmed and signed as a correct record subject to recording Mr Feltham as an apology and that in Minute 50/04/05, Mr Contreras had asked the possibility of giving a donation to the Festive Lights.

54/04/05 MATTERS ARISING

- (a) Mr Cotton confirmed that the Chamber of Commerce representatives on the Partnership will be himself and Mr P Beamont and two further representatives will be known after Christmas.
- (b) The current position regarding the Saltash Regatta Committee was uncertain and therefore this will be kept on the next agenda. In the meantime, Mr Pedley will contact Mr Pengelly and update the Committee at the next meeting.
- (c) Councillor D Carter circulated a briefing paper for the proposed replacement of Saltash Festive and Street Lighting Scheme in Fore Street. The cost of the scheme is £52,550. After contributions from the County Council, District Council, Town Council, Festival Lights Committee, Co-op Community Fund and private contributions there is a current shortfall of £4,000. It was agreed that the Partnership make a contribution of £4,000 to the Scheme.

55/04/05

CARADON DISTRICT COUNCIL

- a) Mr Pedley congratulated the District Council with the speed with which they dealt with the water surge at the Waterside. He also drew attention to the wreck which no longer floats.
- b) Mr Martin asked for an update on Broadmoor Farm and Mr Foster stated that following the Examination in Public the housing element had been removed from the County Structure Plan. There is no context to include this in the District Council Local Plan. The District Council is working with the RDA to undertake a Demand Study for employment land.

The District Council is looking at Parkway Mark II and a study has been commissioned, the results of which are expected in the New Year.

- c) Mr Westlake queried if there is progress towards an enterprise centre in Saltash. Mr Foster stated that the proposal is doing well in the ranking of capital projects and once the budget has been confirmed he would be able to be more specific.
- d) A question was asked if the demand for industrial land in Saltash has slowed down as a result of the Saltash economy or because the District Council is not stimulating demand. Mr Foster stated that where the District Council provides units the demand has been quite high.
- e) Mr Contreras asked if the Comprehensive Performance Assessment was available to the public. Mr Foster will send a copy to the Partnership.
- f) Councillor Ellison asked if the Tamar Valley Enterprise Trust is subsidised by the District Council as the Trust is not well known. Mr Foster confirmed that a donation is given but this is under review.

56/04/05

CORRESPONDENCE

- a) A letter was reported from Saltash Rugby Club requesting support for new youth team. It was agreed that a donation of £500 is made and that the young people are asked to help with the MCTi process.
- b) Councillor Mrs Knight requested support for rail fares to take young people to a residential in Derby under Action UK. It was agreed to make a donation of £250 and that the young people are asked to help with the MCTi process.
- c) Mr Noah Taylor has offered to work with Saltash Partnership and students from Saltash College to paint the boarded up window of the Co-op building. It is suggested that there is a specific project for Christmas and then something more forward looking. It was agreed to make a contribution of £250 towards the cost of materials.

- d) It was agreed to take an advert in the Lions Club Business Directory at a cost of £100.
- e) A request for financial contribution for Film Kitchen. As this is based on St Germans, Downterry and Seaton area it was agreed that no contribution be made.

57/04/05 **ANY OTHER PARTNERSHIP BUSINESS**

There were no further items.

58/04/05 **MCTi**

- a) Mr Evans circulated his report for the period to 11th November 2004. It was noted that Pillaton has withdrawn from the MCTi process. It was agreed that they be advised that the Partnership will continue to advise them of progress for their information.

It was noted that Mr Evans will be attending the MCTi Networking conference. The Action list from the Group Leaders Forum held on the 16th October was discussed

- d) It was agreed that an advertisement is placed in the Lions Business Directory at a cost of £100.
- e) A request was received for a financial contribution for the Film Kitchen based on St Germans, Downterry and Seaton areas. It was agreed that as this area is outside the remit for the Partnership, no grant is awarded.

57/04/05 **ANY OTHER PARTNERSHIP BUSINESS**

There were no other items.

58/04/05 **MCTi**

- a) Mr Evans submitted his report for the last month. It was noted that Pillaton Parish Council has withdrawn from the MCTi process. It was agreed to acknowledge their position and advise that the Partnership will continue to advise them of progress.

Mr Evans will be attending the MCTi Networking Conference on the 26th and 27th November 2004.

A list of the actions identified at the Group Leaders Forum on the 16th October were circulated and discussed. Action 8 referred to the need for a larger input from businesses in the Economy Group. It was agreed to add St Mellion and the Co-op. Mr Westlake and Mr Evans will define what is meant by “larger” businesses and develop a strategy on how to talk with them.

- b) A list of the next steps was discussed and an action plan circulated. The next Group Leader's Forum will be held at The Guildhall on 27th November from 9 – 1 pm
- c) A written report from the Chairmen of the theme groups was circulated, which identified the issues still needing to be addressed.
- d) The MCTi web site now links to other areas of information, such as Parish Plans.
- e) Mr Bradley advised that interviews for a second Community Agent had been held and the person offered the job had not accepted. In the meantime, discussions had been held with Mr Evans who had agreed to continue until the end of May. It was agreed that this be agreed.
- f) Mrs Small circulated details of MCTi expenditure to date.
- b) It was agreed that Mr Evans would e-mail group leaders again with the web site access code.

59/04/05

DATE OF NEXT MEETING

Thursday 9th December 2004

Minutes of a Meeting of Saltash Partnership held on Thursday 13th January 2005 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr P Beamont, Mr L Bradley, Mr W Cotton, Mr H Contreras, Councillor J Ellison, Mr J Grail, Mr D Kent, Mr M Lovegrove, Mr K Martin, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake

ALSO PRESENT: Mrs S Renfrew (Botus Parish Council)
Ms S Prattent (Caradon District Council)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Councillor M Gee, Mr A Hearl, Mr L Hughes, County Councillor Mrs J Mepsted, Ms P Miller, Mr B Ryan, Mr S Swales (MCTi)
Mr S Warnes

65/04/05 **MINUTES**

The Minutes of the meeting held on 9th December 2004 were confirmed and signed as a correct record, subject to deleting “u” in Beaumont in the list of those present.

66/04/05 **MATTERS ARISING**

- (a) Mr Contreras stated that the Clerk had given him a copy of the Comprehensive Performance Assessment Plan from the District Council. It is a clear and simple report. He asked for the names of the Champions and these details will be requested.
- (b) The Clerk will give Councillor B Carter a copy of the Saltash Partnership Mission Statement.
- (c) Regatta to be kept on the agenda until after the AGM of the Regatta Committee.

67/04/05 **CARADON DISTRICT COUNCIL**

The Partnership has not been informed of the Chairmen’s meeting of MCTi on the 24th and Ms Prattent will follow up this. Ms Prattent reported that there has been changes to the licensing laws. Mr Pedley requested details of these. Tanya Horricks from the District Council is working with the Tamara Estate and had asked if members could attend Partnership. Ms Prattent had advised that anyone can attend meetings. Councillor Ellison reported that he attends meetings with the Tamara group and will speak to them. The Healthy Living Partnership meet on Monday 17th January and a representative from the Partnership would be welcome.

Mr Westlake referred to the business revaluations across the country and advised that there is a transitional relief. There is a small business rate relief to discount the rates for ratable values less than £5,000 down to 1% but it has to be applied for.

Mr Westlake stated that in the District Council's Capital Programme for 2005/6 – 2009/10 there is a sum of £1.15m set aside for the Saltash Workspace Centre and asked when and where that is likely to happen. Ms Prattent will make enquiries.

The ownership of Broadmoor Farm was questioned. It was noted that Councillor B Carter was looking into this. It was felt that this information will be contained in a public document somewhere.

Councillor Ellison reported that an application for funding has been submitted to the Brunel 200 group for money to move Brunel's statue and understands that this is likely to receive favourable consideration.

68/04/05

ANY OTHER PARTNERSHIP BUSINESS

- (a) Mr Cotton reported that the Chamber of Commerce representatives on the Partnership in addition to himself will be Mr Martin Lovegrove and Mr Phil Beamont. A further appointment will be made shortly.
- (b) Mr Martin asked if the Freedom of Information Act applied to the Partnership. The Clerk would make enquiries but said that in any case the Partnership might wish to consider putting their agenda and minutes on the web site.
- (c) Mr Pedley reported that work starts on Saturday to clear the vegetation from the new Huntley Community Garden in Silver Street. Volunteers would be welcome.

69/04/05

MCTi

- (a) The report of the Community Agent/Administrator was circulated. Mr Evans will speak with Chris Marsh and Gillian Furze regarding a shortened questionnaire on consulting with the youth. It was felt that the way ahead was to undertake a mini project with the youth whilst other consultations are being held. Ms Prattent stated that there is to be a youth meeting on Monday 31st January at 6.30 in the Guildhall to look at how to combine youth coming from the Tamar Valley, Saltash and Callington. Mr Evans will be attending on behalf of MCTi. Ms Prattent will speak to Councillor P Stephens as Chairman of the Youth Council.
- (b) Mr Bradley reported on the progress of the Action Plan. At the Group Leaders meeting on the 7th, they went through the SWOT analysis looking at cross cutting themes and opportunities. The analysis has been passed to three consultants so that they can comment as part of the appointment process and also on how to consult parishes. Group Leaders were asked to review the Action List and pass any updates to Mr Evans.
- (c) Mr Grail asked what brief has been given to the consultants as he understood from the Group Leaders meeting that suggestions would be put forward tonight. Mr Grail felt that consultation should be by a travelling roadshow. This would lead to creating important building blocks which could be put out in an imaginative way but if the hinterland does not become

involved it will not attract businesses or interact with the District Council. Mr Beamont felt that consultation should be in a simple way at first to engage people's interest. Mr Bradley said that this is what the consultants need to be asked. Mrs Renfrew agreed that consultation needs to go out in a form that we listen to the people, not go out stating what we are doing.

Mr Westlake suggested that someone from the parishes is added to the interview panel. The Group Leaders next meeting is at Elliotts on the 20th January at 5.45 pm and Mrs Renfrew will be invited to attend.

- (d) Mr Grail said that one of the issues is how the proximity of Plymouth is actually viewed, i.e. as an opportunity or threat and that there should be a debate on this. Members felt that both are true. This will be placed as an agenda item for the next meeting or the one after, depending when the replies on the regional spatial strategy letters have been received.
- (e) Mr Westlake said clearly the SWOT analysis had shown a few contentious issues. For example, the River Tamar one group see as an opportunity but the environment group do not. Councillor Ellison said the opportunities are woolly and lack things to be funded. Mr Contreras said that health has been ignored. Councillor Tait stated that in the full SWOT health issues have been addressed. Mr Evans will send a copy of the full SWOT analysis to those requesting it.
- (f) Mr Evans stated that the Local Strategic Partnership will want to know where we are with the process. Ms Prattent said that a meeting is to be held to see how to progress the Local Strategic Partnership further and how the MCTi can get involved. Mr Evans will send a letter to Mr Ellis at the District Council asking the current situation with the Local Strategic Partnership and suggesting that the MCTi groups within South East Cornwall should become more involved.
- (g) The Chief Executive of the District Council suggested that "we" should attend meetings regarding Regional Spatial Strategy. Mr Evans will ask him who he is suggesting should attend the meetings so that enquiries can be made about getting representation.
- (h) Mr Contreras asked if any answer had been received from Government Office South West
- (i) Mr Grail asked when there will be discussions on quick win ideas. It was stated that this cannot be discussed until parishes have had an input. Mr Bradley said that it was in the Action Plan at the moment for February.

70/04/05

DATE OF NEXT MEETING

Thursday 10th February 2005

Minutes of a Meeting of Saltash Partnership held on Thursday 10th February 2005 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Councillor B Carter , Mr L Bradley, Mr W Cotton, Mr H Contreras, Mr R Feltham, Mrs G Furze, Mr J Grail,
Mr M Lovegrove, Mr J Westlake, Mr W Ryan

ALSO PRESENT: Mrs S Renfrew (Botus Parish Council)
Ms S Prattent (Caradon District Council)
Mr S Swales
Ms H Reynolds (Hannah Reynolds Associates)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr P Beamont, Councillor G Ellison, Councillor M Gee, Mr A Hearl, Mr L Hughes, Mr D Kent, Mr K Martin, County Councillor Mrs J Mepsted, Ms P Miller, Mr B Pedley, Mrs M Tomaszewska, Mr S Warnes

71/04/05 REQUEST FOR DONATION

An urgent request was received for a donation towards the Saltash Youth Activity Day to be held at Hatt. It was agreed that a donation of £200 be made.

72/04/05 MCTi

- (a) Mr Bradley updated the Partnership on the selection process for a consultant and reported that Hannah Reynolds Associates had been appointed.
- (b) Mr Evans reported that he had held a meeting with Mrs G Furze, Mr C Marsh and Councillor D Carter regarding consulting the youth. It was concluded that the Looe survey was not appropriate for the MCTi process as the focus was on an internet café. However, the preamble could be re-worded and used. It was agreed that questions to the youth should be put around the five themes. K2 had offered to provide some administration support for processing the questionnaires.

(Mr Lovegrove arrived)

(c) Planned Key Events

Mr Bradley stated that the original plan had been for presentations and interactions with parishes by the end of January. However, that is now programmed for mid March. The community feedback event planned for mid March will now be in mid May. Preparation of the community plan was in May but this will now be mid – late June.

- (d) The Chairman welcomed Ms Hannah Reynolds who gave an account of her background and previous work with MCTi. Ms Reynolds emphasized that whilst she will support and work with the Steering Group, it remains the responsibility of the Steering Group to undertake the ground work.
- (e) The process will be endorsing existing comments, gathering evidence and local consultation.
- (f) Ms Reynolds will attend each of the Steering Group meetings and will review each piece of evidence to date, i.e. the SWOT outcomes, the Health Checks and other existing documentation. Ms Reynolds e-mail address is Hannah@hannahreynoldsassociated.com and she asked that any additional information is sent to her as soon as possible. Mr Contreras stated that he still cannot access the web page and Mr Evans will check that he has the correct password.

(g) Documentation to be provided

It was suggested that the following documentation should be made available and members were asked to give the following to Mr Evans (20th April at latest):-

Saltash IADP Appendix
 Regional Spatial Strategy documents
 Caradon District Council / LSP strategies & plans / priority projects, e.g. Caradon Development Plan etc
 CCC / LSP strategies & plans / priority projects
 Plymouth City Council strategies & plans / priority projects
 Report on the Sport Economy in Cornwall and Isles of Scilly
 Cornwall Youth Service Business Plan
 Primary Healthcare Trust Business Plan
 Tamar Valley Futures projects
 Tamar Valley AONB projects
 plus any other relevant documents that Steering Group can identify.

(h) Parish Consultation

Ms Reynolds put forward 3 options for parish consultation for discussion. Option 2 (Consult) is affordable, Option 3 (Involvement) is highly desirable but needs additional resource / funding.

It was agreed to proceed with Option 2 and seek additional funding from SWRDA to develop into Option 3 if possible. All agreed of the importance of establishing a long-term involvement with the parishes.

The Steering Group was asked to consider what groups may be hard to reach, e.g. older people who cannot come out to meetings, younger people (via Youth Clubs/schools), single parents, business community etc.

Miss Renfrew stated that there will be common themes with parishes, e.g. transport, youth projects, affordable housing and these need to be identified.

- (i) Councillor B Carter asked what happens after the Community Plan has been produced, ie. formation of Community Trust.

(Councillor Tait left the meeting)

- (j) Mr Evans to draw up a list of key Parish Groups with a view to sending out invitations to parish communities on 10th March.
- (k) The Group Leaders and their teams need to review the opportunities and have some rough visionary projects by May.

73/04/05

DATE OF NEXT MEETING

Thursday 10th March 2005 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 10th March 2005 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr L Bradley, Mr P Beamont, Councillor B Carter, Councillor D Carter, Mr W Cotton, Mr H Contreras, Councillor G Ellison, Mr R Feltham, Mr J Grail, Mr M Lovegrove, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake

ALSO PRESENT: Mrs S Renfree (Botus Parish Council)
Ms S Prattent (Caradon District Council)
Ms H Reynolds (Hannah Reynolds Associates)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Councillor M Gee, Mr A Hearl, Mr L Hughes, Mr D Kent, Mr K Martin, County Councillor Mrs J Mepsted, Ms P Miller, Mr S Warnes

74/04/05 MINUTES

The Minutes of the meeting of the Partnership held on the 13th January 2005 were confirmed and signed as a correct record, subject to amending the spelling of Mrs Renfree's name.

75/04/05 MATTERS ARISING

Mr Feltham thanked the Partnership for the donation on behalf of the Parish Council towards the Youth event on the 8th May.

76/04/05 CARADON DISTRICT COUNCIL

Ms Prattent reported that there will be a meeting of the MCTi Chairmen on the 14th April. Councillor Tait or Mr Bradley will try to attend and find someone to represent MCTi on the Local Strategic Partnership.

77/04/05 ANY OTHER PARTNERSHIP BUSINESS

- a) Mr Beamont referred to discussions by the Chamber of Commerce on the discrepancy of the price of land on the M5 corridor at approximately £50 per sq foot compared to land in Saltash which is currently approximately £80 per square foot. It was agreed that this be discussed at the next meeting.
- b) A letter of thanks was reported from Noah Taylor for the donation towards the painting undertaken by the students on the shop in Fore Street.

- c) The Town Council has agreed to take on the maintenance of the mosaics. There is also a proposal to complete the project by adding mosaic panels to the other side of the bridge across the A38. Emma Spring has submitted a price for working with the schools to complete the project. It was agreed that the Partnership would do what it could to get the project off the ground.
- d) It was noted that Lidl had submitted a planning application for a store on an industrial site in Gilston Road. It was questioned whether Callington Road and Gilston Road can cope with the added traffic as it is already clogged from 3.30 – 5.30 pm

It was noted that two current occupiers of the site need to move. It was felt that both occupiers need to be persuaded to stay in Saltash. Councillor B Carter stated that there is a demand for larger sites within the Town.

Mr Cotton stated that there are three businesses currently operating from the site and two are not going to be able to re-locate in Saltash as there is no land available. There are retail properties within Fore Street vacant and therefore it is wrong to change from industrial to retail.

- e) Mrs Tomaszewska reported that wardens are needed for Mary Newman's Cottage and Elliotts.
- f) Mrs Tomaszewska assured the meeting that despite reports in the paper, St Barnabas Hospital is not going to close. An eye clinic is now held at the Hospital twice a month and St Barnabas is flourishing. It serves people from the whole of the Caradon District and not just Saltash.

78/04/05 MCTi

- a) Mrs Reynolds stated that having studied the documentation she had been sent, she felt there is not a clear picture from local residents of how they want Saltash to look, i.e. its distinctiveness.

Although people talk of the lack of industrial land, there is a lack of hard evidence as there is nothing in the studies to date. Neither is there a comprehensive study of business support needs or what skills needs are in the local workforce.

Information is needed from the Primary Care Trust on gaps in mental health provision. Mr Feltham stated that there is no information on unmet needs within Social Services, Housing etc. There is no current strategy for the arts. Environment strategies need to look at linkage with Tamar Community Futures and to link marketing with them. Mr Westlake stated that the Chamber of Commerce had undertaken a survey with traders in Fore Street. The following was agreed:-

- i) Mr Evans will liaise with Mr Westlake and Mr Cotton regarding industrial/retail detail; with Councillor D Carter regarding skills deficit information; and with Mr Beamont and Councillor B Carter regarding mental health information.
- (ii) Councillor Tait and Mr Bradley to liaise with representatives of Tamar Futures.
- (iii) Mr Pedley will e-mail Mrs Reynolds a copy of the Waterside Residents Association survey.
- (iv) Mr Evans to liaise with Councillor D Carter to see how much is involved in scanning on the information he has.

(Mr J Grail arrived)

- (v) Ms Prattent will obtain information on health impact assessments on Plymouth and overlap to Saltash.
- b) Four road shows have been planned and names were taken of those members will to attend. The public consultation event is planned for the Guildhall on 14th May. A draft press release was circulated by Mrs Reynolds. Ms Prattent will arrange for the press release via Ms Preece at the District Council. A questionnaire has now gone to the schools and College to gather information from the youth of the Town.
- c) Mr Grail asked that ideas for regeneration activities are given to Mr Evans and a discussion is held at the next meeting.
- d) The key events plan was updated.
- e) A volunteer is needed to chair Mr Westlake's group.

79/04/05 DATE OF NEXT MEETING

Thursday 14th April 2005 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 14th April 2005 in the Guildhall at 7.30 pm

PRESENT: Councillor S Tait (Chairman), Mr L Bradley, Mr H Contreras, Councillor G Ellison, Mr J Grail, Mr D Kent, Mr B Pedley, Mrs M Tomaszewska, Mr S Warnes, Mr J Westlake

ALSO PRESENT: Ms S Prattent (Caradon District Council)
Ms H Reynolds (Hannah Reynolds Associates)
Mr S Swales (MCTi)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr P Beamont, Councillor B Carter, Mr W Cotton, Mr R Feltham, Councillor Mrs S Hooper, Mr M Lovegrove, County Councillor Mrs J Mepsted,

80/04/05 MINUTES

The Minutes of the meeting of the Partnership held on the 10th March 2005 were confirmed and signed as a correct record, subject to amending the date of the meeting to 10th February 2005.

81/04/05 MATTERS ARISING

Minute No 77/04/05(a) It was agreed to leave this on the agenda for the next meeting as there were no Chamber of Commerce representatives present.

Minute No. 78/04/05(e) Mr Westlake reported that he is now able to continue as Chairman of his theme group.

82/04/05 CARADON DISTRICT COUNCIL

(a) Ms Prattent reported that Priority Sites are to start work building 3 x 5000, 1 x 7500 and 1 x 15000 units on the Parkway Industrial Site. All units are taken and will take 24 weeks to build. A copy of the Employment Land Assessment by Baker Associates has been given to the Chairman. The revised demand and supply table is:

Saltash land demand	14.98 hectares
Saltash land supply	5.14 hectares
New requirement	9.84 hectares

(b) A resume of the Landrake Plan will be sent to the Community Agent.

(c) The Healthy Living Partnership has a small grants scheme.

- (d) Mr Westlake enquired if the District Council has moved any way forward in providing a business centre in Saltash. Miss Prattent will try to find out.
- (e) Miss Prattent stated that this would be her last meeting as she is going to train as a planner. Councillor Tait thanked Miss Prattent on behalf of the Partnership for all the work she had undertaken on their behalf and wished her well for the future.

83/04/05 ANY OTHER PARTNERSHIP BUSINESS

- (a) It was noted that the new mosaic panels will cost approximately £7,200 and the District Council had agreed to fund £2,500. It was agreed that the Partnership would fund half of the remaining amount required if this was matched by the Town Council.
- (b) An urgent request was submitted by Youngstagers for funding radio microphones at approximately £600. An application had also been submitted to the Youth Council and any donation was likely to be in the region of £100. It was agreed that the Partnership would make up the deficit funding
- (c) Mrs Tomaszewska reported that the Forder Community Association had held an excellent clean up and had picked up 30 bags of rubbish.
- (d) Mrs Tomaszewska reported that St Barnabas Hospital coffee morning went very well.
- (e) The Tamar Protection Society has now opened the Parlour at Elliott's shop. It is now possible to light a fire in the fire place at Mary Newman's Cottage. It was agreed to write a letter of support for the Tamar Protection Society's Lottery Bid for the garden.
- (f) Councillor Ellison reported that the Regatta Committee has ambitious plans for the Regatta. The Committee will be applying to Partnership for a small financial contribution. He also asked if anyone knew of an insurance company who would insure the raft race.

84/04/05 MCTi

Mr Evans reported that work on engaging with the Parishes had commenced. A good meeting had been held at Landulph and a lively discussion was held at Pillaton. St Germans do not have a Parish plan and Landrake is willing to be convinced.

Mr Evans will e-mail group leaders asking if they would look at Parish issues against the project drafts to see if there are any new projects that had been missed.

The Time Plan has not been changed. The Consultation event for the 14th May is being prepared. On the 9th May at 10.00 am four members of the Partnership are required in a gig boat to advertise the Consultation. Councillor Tait, Mr Evans, Mr Westlake volunteered and it was suggested a female representative is asked to take part.

Mr Carl Sampson from the Community School was welcomed by the Chairman and he outlined the Saltash.net website.

Councillor Tait reported that he had attended the Chairs meeting and met the Director for the MCTA. The Association has offered training for individuals to take the project further. Lostwithiel had reported that before a plan is developed and projects are started there is a gap and, therefore, transition funding is required.

Councillor Ellison enquired if there is any information on brokerage tables and how funding is obtained.

85/04/05 **ANY OTHER MCTi BUSINESS**

- a) Mr Swales reported that MCTA is looking to produce a set of workshops centred around the resource manual.
- b) Councillor Tait reported that the District Councils planning and Local Economy Panel is making responses to the Plymouth Spatial Strategy.

86/04/05 **DATE OF NEXT MEETING**

Thursday 12th May 2005

(Apologies Councillor Tait)

Minutes of a Meeting of Saltash Partnership held on Thursday 12th May 2005 in the Guildhall at 7.30 pm

PRESENT: Mr L Bradley (Vice-Chairman, in the chair), Councillor B Carter, Mr H Contreras,
Mr W Cotton, Councillor J Ellison, Mr Feltham Mr J Grail(for part of meeting), Mr A Hearl, Mr Kent, Mr B Pedley, Mr J Westlake,

ALSO PRESENT: Mr S Vinson (Caradon District Council)
Ms H Reynolds (Hannah Reynolds Associates)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Councillor D Carter, Councillor M Gee, Mr M Lovegrove,
County Councillor B Preston, Mr A Rance, Councillor S Tait,
Mrs M Tomaszewska

87/04/05 **MINUTES**

The Minutes of the meeting of the Partnership held on 14th April 2005 were confirmed and signed as a correct record.

88/04/05 **MATTERS ARISING**

Minute No 83/04/05 (a) Councillor B Carter reported that the Town Council had agreed to match the funding of the Partnership for the mosaics.

Minute No 83/04/05 (b) The Clerk reported that Youngstagers had hired the microphones for their recent production and are now looking into the purchase of the microphones.

89/04/05 **CARADON DISTRICT COUNCIL**

Mr Vinson reported that with reference to Minute No 82/04/05(a), a further site for industrial units at the back of Moorlands Lane Industrial site is being investigated.

90/04/05 **CORRESPONDENCE**

A letter was reported from the Saltash Regatta Committee requesting the Partnership to support the above event. Councillor Ellison stated that the Committee has loaned three cutters from HMS Raleigh and is inviting organisations to put in a team. It was unanimously **RESOLVED** that a donation of £250 is given.

91/04/05 **ANY OTHER PARTNERSHIP BUSINESS**

Mr Feltham reported that the Partnership had donated £200 to the Youth Event on the 8th May 2005 but, unfortunately, as the land was waterlogged the event

had to be cancelled. A further youth activity event has been organised at Hatt for the 24th July 2005 and he asked if the donated amount could be transferred to that event. It was unanimously agreed that the money be transferred.

92/04/05

MCTi

The report of the Community Agent was received and discussed and final arrangements were made for the Consultation event on the 14th May 2005.

(Mr Grail arrived)

Mr Contreras asked why health appeared so low down the list. Mr Grail stated that this had no significance and all items were included to stimulate discussion. The Chairman thanked Councillor Brian Carter and Mr Beamont for their help in taking the resolutions from group leaders and producing them in a common language.

It was agreed that there should be a review of the health checks by the end of May to make sure that they are complete. Mr Evans, Mr Westlake, Mr Grail and Councillor B Carter to look at the questions put to the District Council and try to obtain the data. Mr Bradley thanked Mr Evans for his work in preparing all the documentations for display.

Mr Grail enquired if the displays are going to be put in other areas to canvas opinion i.e. the other villages. It was agreed that this will be discussed at the next group leaders meeting.

It was agreed that the next group leaders forum will be held on 4th June 2005 at 9.00 am at The Guildhall.

Mr Evans will attend the MCTi Chairs meeting on behalf of the Chairman who will be away.

93/04/05

DATE OF NEXT MEETING

Thursday 9th June 2005

Minutes of a Meeting of Saltash Partnership held on Thursday 9th June 2005 in the Guildhall at 7.30 pm

PRESENT: Mr L Bradley (Vice-Chairman, in the chair), Mr P Beamont, Councillor B Carter, Mr H Contreras, Mr W Cotton, Mr R Feltham, Mr D Kent, Mr M Lovegrove, Councillor Ms P Miller, Mr B Pedley, Mr A Rance, Mrs S Renfree, Councillor S Tait (for part of meeting), Mr W Ryan, Mr J Westlake

ALSO PRESENT: Ms H Reynolds (Hannah Reynolds Associates)
Mr S Swales (MCTi)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Councillor M Gee, Mr A Hearl, Mr L Hughes, Councillor Mrs J Mepstead, County Councillor B Preston, Mr C Sampson
Mrs M Tomaszewska, Mr S Warnes

94/04/05 MINUTES

The Minutes of the meeting of the Partnership held on the 12th of May 2005 were confirmed and signed as a correct record.

(Councillor Tait arrived)

95/04/05 MATTERS ARISING

Minute 83/04/05(a) Councillor Ms Miller reported that the £2500 had been received from the District Council towards the new mosaics. Emma Spring had commenced work on the mosaics and had visited all the primary schools. The theme of the mosaics will be images of Saltash and surrounding Parishes. Emma will continue to work on the mosaics over the summer holidays with the aim of holding a community day in early October to display and finish off the mosaics. Parsons Brinckinoff will send someone along to oversee the installation of the panels on the bridge.

Minute 82/05/05(a) It was agreed to ask Mr Vincent for a reply regarding the investigations on industrial land in Saltash. This to be kept as an agenda item on the next meeting.

96/04/05 CARADON DISTRICT COUNCIL

A suggested response to the District Councils Local Plan was circulated. It was agreed to comment as follows:

Policy SA1 (Broadmoor Farm site)

Saltash Partnership and Gateway to Cornwall MCTi would like to see the Broadmoor Farm site retained in the plan for educational, sporting, public recreational use and industrial development with provision for a Park and Ride Scheme, all set in a parkland setting with a network of footpaths and cycle ways

and incorporating recommendations (a), (b) and (c) of the proposed new policy ALT23.

Policy SA8 (Area to the rear of 41/45 Fore Street to 8 Lower Fore Street)

Although it is appreciated that certain points are covered in the proposed new policies ALT6 and ALT7, Saltash Partnership and Gateway to Cornwall MCTi would like to see policy SA8 retained in the plan because significant interest in the site has been generated as a direct result of the MCTi process. The site needs to be developed as part of a major integrated redevelopment scheme for the area. Sporadic development of small sections of the site should not be allowed.

Policy ALT23

Saltash Partnership and Gateway to Cornwall MCTi would like to support this land allocation and would stress that the findings of the MCTi process indicate that there needs to be a good cross section of small start up businesses and to allow the already established businesses in the town to obtain units large enough to retain them in Saltash and not lose them outside of the area. This will also allow for better inward investment.

Housing Policies

It was agreed that Councillors Tait and B Carter liaise to include a response regarding housing (subsequent to the meeting the following response was included)

Saltash Partnership and Gateway to Cornwall MCTi supports Caradon District Council's policy, putting affordable housing as their number one priority, but would not want to see housing on the Broadmoor site. Neither would they support any attempt to building on playing fields which are in short supply within the Town's boundaries. As the largest town in the Caradon area, Saltash Partnership would like to see a good proportion of the affordable housing allocated to Saltash, but with particular emphasis on 1 and 2 bedroom flats and houses as highlighted during the MCTi consultation.

97/04/05 ANY OTHER PARTNERSHIP BUSINESS

Mr Feltham stated that he was resigning from the Partnership as he is moving to North Cornwall. The Hatt Youth Sports Day is still continuing on the 24th of July and he will be working with Livewire on this.

The Chairman proposed a vote of thanks to Mr Feltham for all his work and his commitment to the MCTi process.

98/04/05 MCTi

- (a) Councillor Ms Miller reported that a full page spread in a local newspaper would be £400 to list all the things that MCTi is involved with.

Councillor B Carter stated that there had been a lot of criticism regarding the first leaflet and it was not distributed well around the area. Mr Pedley stated

that he would be against paying for an advertisement as he felt the Partnership could get good editorial coverage. It was agreed not to take an advertisement and in the future to look at some colourful leaflet instead.

- (b) The report of the Community Agent had been circulated, together with a communication strategy by Hannah Reynolds Associates. A new project list was distributed and notes from the group leaders forum held on the 4th June were also distributed.
- (c) Mr Bradley reported that an application had been submitted to the RDA for an extra £6500 to continue the employment of Mr Evans until the end of September plus printing costs. Mr Berry had intimated that there could be £5000 available. It was agreed that the Clerk make application to draw down the remaining MCTi funding.
- (d) A meeting to be held at Ashtorre on Wednesday 15th June at 7pm to integrate the projects from the consultation day into the vision statement. There will then be a workshop on two separate days at the end of July to get the plan written.
- (e) Councillor B Carter raised the need to set up an accountable body to take projects forward. It was agreed that future discussions be held on this.
- (f) Mr Evans to check if there is still to be an MCTi chairs meeting on the 13th.
- (g) An event to be considered at the end of the MCTi process for all the people who have worked on the project.
- (h) Mr Contreras asked if there was a possibility that the proposals could go to the local housing groups in Saltash for comment.
- (i) Mr Rance reported that Livewire has now submitted plans for redevelopment of its existing building at the Waterside. It was agreed that MCTi should adopt Livewire's proposals for inclusion in their plan.
- (j) Councillor Tait thanked members of the Partnership for their hard work during the consultation process.

99/04/05 DATE OF NEXT MEETING

Thursday 14th July 2005 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 14th July 2005 in the Guildhall at 7.30 pm

PRESENT: Mr L Bradley (Chairman), Mr P Beamont, Mr H Contreras,
Mr W Cotton, Councillor M Gee, Mr D Kent, Mr K Martin,
Mrs S Renfree, Councillor S Tait, Mrs M Tomaszewska, Mr J Westlake

ALSO PRESENT: Ms H Reynolds (Hannah Reynolds Associates)
Mr S Swales (MCTi)
Mr J Evans (Community Administrator)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Councillor B Carter, Councillor J Ellison, Councillor M Gee,
Mr A Hearl, Mr L Hughes, Mr M Lovegrove, Councillor Mrs J
Mepstead, Councillor Ms P Miller, Mr B Pedley, County Councillor B
Preston, Mr S Vinson, Mr S Warnes

100/04/05 RESIGNATION OF CHAIRMAN

Councillor Tait submitted his resignation as Chairman of the Partnership and MCTi with immediate effect as he has been elected to serve on the Cabinet of Caradon District Council. He stated that he had been Chairman since 1995. He has enjoyed this and the Partnership has achieved some good projects.

Mrs M Tomaszewska and Mr K Martin offered votes of thanks to Councillor Tait for his sterling work and this should be recognized in some way at a later stage. It was agreed that:-

- (a) a formal letter of thanks is sent to Councillor Tait.
- (b) Mr Liam Bradley, Vice-Chairman, is appointed Chairman until the AGM.
- (c) the AGM of Saltash Partnership is held on the 8th September.
- (d) at the AGM consideration is given to splitting the roles of Chairman of Saltash Partnership and Chairman of MCTi.
- (e) the Clerk reported that the Town Council is to discuss in September whether she should still Clerk the Partnership and it was agreed that this is also discussed at the AGM.

101/04/05 MCTi

- (a) Mr J Evans, Community Agent, submitted his report for the last month. It was noted that the District Council is keen that Saltash takes up a position on the Local Strategic Partnership. Mr P Beamont will attend on behalf of the Partnership. Options need discussing from September.
- (b) Mr Evans circulated a project matrix. A meeting had been held to refine clusters and Councillor Ms Miller has been asked to look at projects to categorise them. A statement is needed of where projects lie in relationship to

the vision. There is now sufficient data to write the first draft of the Plan. The end report should contain about 25 – 30 pages and will contain:-

1. Chairman's statement (executive summary and thanks)
 2. Vision statement and plan priorities
 3. How the Plan is developed
 - The process
 - Health checks
 - Strategic view
 - Values and principles
 4. Priorities – description
 5. How the Plan is to be delivered:
 - Legal structure
 - Monitoring and review
 - Publicity
 6. Project matrix of all projects
 7. Appendices
- (c) An Editorial Team comprising of a representative of each group, together with Councillor Ms Miller, Mr P Beamont and Mr J Evans will be set up. Mr P Beamont will arrange the first meeting.
- (d) The future of the MCTi group post-September is to be discussed between Mr Bradley, Councillor Tait and Mr Swales before September and a recommendation put to the September meeting.

102/04/05 MCTi ANY OTHER BUSINESS

- (a) Mr Swales reported that there is a MCTi Towns get together (formerly Chairs meeting) to be held at 2 pm on the 25th August at Bodmin. Mr Evans and Mr Westlake will attend and possibly Mr Cotton and Mr Beamont.
- (b) Councillor Tait stated that the MCTi process is being recognised at District level and the District Council is now looking at putting out vision statements for the Towns in SE Cornwall.
- (c) Councillor Tait agreed to submit a response on behalf of Saltash Partnership and MCTi to the County Council's Heritage document and a copy will be sent to Partnership members.

(Mrs Reynolds and Mr Swales left the meeting)

103/04/05 MINUTES

The Minutes of the meeting of the Partnership held on the 9th June 2005 were confirmed and signed as a correct record.

104/04/05 MATTERS ARISING

- (a) It was agreed to write to Mr Foster stating the Partnership missed the presence of Mr Vinson and hoped he would be able to attend future meetings or send another representative if he was unable to do so.
- (b) Mr Swales suggested that funding is sought to carry forward employment of the Community Agent for one or two days a week until Christmas.
- (c) Mrs Tomaszewska reported that the Forder fete is to be held at the weekend and also that St Barnabas Hospital is a community hospital and serves the local area as well as Saltash.

105/04/05 CARADON DISTRICT COUNCIL

Although Mr Vinson was unable to attend, he sent an e-mail responding to a previous question regarding the industrial estates. With reference to the land at the back of Moorlands Lane, the agent reports that the majority land owner has agreed a price to purchase the single piece of land outside his ownership. This will make the complete 5.75 acre site into a single ownership. The acquisition was passed to both parties' solicitors about one month ago. The agent expects that in the autumn, the land owner will submit a planning application for roads, services and a 10,000 sq ft building (he already has a taker for this building).

Mr Vinson has repeated the interest of Caradon District Council in a plot of about 0.6 – 0.75 of an acre in order to locate a Workspace Centre.

106/04/05 ANY OTHER PARTNERSHIP BUSINESS

A letter of thanks for the grant received was reported from Saltash Regatta Committee.

107/04/05 DATE OF NEXT MEETING

Thursday 8th July 2005 at 7.30 pm

Mr Bradley and Mrs Renfree submitted apologies for the August meeting

Minutes of the Annual General Meeting of Saltash Partnership held on Thursday 18th September 2005 in the Guildhall at 7.30 pm

PRESENT: Mr L Bradley (Chairman) Mr P Beamont, Councillor B Carter, Mr W Cotton, Mr H Contreras, Mr A Hearl, Mr D Kent, Councillor Ms P Miller, Mr B Pedley, Mrs M Tomaszewska, Mr J Westlake,

ALSO PRESENT: Mr R Oatham
Mr S Vinson (Caradon District Council)
Mr J Evans (Community Agent)
Mrs M Small (Clerk to Partnership)

APOLOGIES: Mr A Berry, Councillor J Ellison, Councillor M Gee, Mr L Hughes, Mr M Lovegrove, Mr K Martin, County Councillor Mrs J Mepsted, County Councillor B Preston, Mrs H Reynolds, Mr S Swales, Councillor S Tait, Mr S Warnes

108/05/06 ROLE OF CHAIRMAN OF PARTNERSHIP AND MCTi

Councillor B Carter asked how MCTi is to be moved forward as advise from Mr Swales has confirmed that a Trust is needed between the Partnership and its links.

It was agreed that:-

- (a) a Chairman is elected to carry forward the combined roles of Chairman of Saltash Partnership and MCTi at the moment until it has been decided what organization is needed.
- (b) The setting up of a Trust as a new body that incorporates the existing Saltash Partnership and MCTi and the PL12 Parishes are invited to join the Trust is investigated.

109/05/06 CHAIRMAN'S REPORT

Mr Bradley reported that two major events are about to take place in the MCTi process. The first is to involve all those with an interest in developing Broadmoor Farm and is to be chaired by Colin Breed, MP on the 27th September and the second is a presentation to the Town Council on a date yet to be arranged.

110/05/06 APPOINTMENT OF REPRESENTATIVES

The following representatives were confirmed:-

Caradon District Council	-	Councillors S Tait and B Cartr
Saltash Town Council	-	Councillors J Ellison and Ms P Miller
Cornwall County Council	-	County Councillor Mrs J Mepsted or B Preston or Mrs J MacTaggart
Chamber of Commerce	-	Mr W Cotton, Mr M Lovegrove, Mr P Beamont, Mr P Dickerson
Caradon Assoc of P.CIs	-	Councillor R Daniel

Saltash Heritage	-	Mr D Kent
Forder Community Assoc/ Tamar Protection Society/ St Barnabas Hospital	-	Mrs M Tomaszewska
Livewire	-	Mr A Rance
Saltash Sailing Club	-	Mr T Bardwell-Jones
Waterside Residents Assoc	-	Mr B Pedley
Saltash College	-	Mr S Warnes
Saltash Youth Office	-	Mr C Marsh
Babis Farm Res. Assoc	-	Mr H Contreras
RDA	-	Mr A Berry
Mayor (or Deputy)	-	Councillor D Carter
MCTi	-	Mr S Swales

111/05/06 APPOINTMENT OF COMMUNITY REPRESENTATIVES

It was agreed that the four current community representatives - Mr A Hearl, Mr L Bradley, Mr J Westlake and Councillor M Gee – are re-appointed and Mr K Martin is co-opted to Saltash Partnership.

112/05/06 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

It was unanimously agreed that Mr L Bradley be elected Chairman and Mr J Westlake, Vice-Chairman for the ensuing year.

113/05/06 APPOINTMENT OF PRESS OFFICER

It was unanimously agreed that Councillor Ms P Miller be elected Press Officer

114/05/06 ANNUAL FINANCIAL REPORT

The Clerk circulated the annual financial report to the 31st March 2005 and a further set of accounts updating the accounts to 31st August, 2005, showing a balance of £16,732. Out of this there is a commitment to pay £600 for microphones for the Youngstagers and £4,000 for the new street lighting scheme.

It was agreed that a financial report is included on each Partnership agenda.

115/05/06 CLERK TO THE PARTNERSHIP

It was unanimously agreed that the Town Clerk continues to Clerk Saltash Partnership until another body is set up.

116/05/06 MINUTES

It was agreed that the Minutes of the Meeting held on the 14th July 2005 be confirmed and signed as a correct record.

117/05/06 MATTERS ARISING

A reply was read from Mr S Foster stating that he would endeavour to send an Officer from the District Council to meetings of the Partnership but this may not always be possible due to staff shortages. It was agreed to reply that the Partnership welcomes the attendance of the District Council Officers and would appreciate whatever attendance can be given as it helps to provide an integrated approach across the various organizations and a link between other MCTis in the District Council area.

118/05/06 **CARADON DISTRICT COUNCIL**

Mr Vinson reported that a meeting was held on the 24th August on how to take forward the area West of Carkeel (Broadmoor Farm). If the roads and services are put in, it will make the site more attractive. Mr Kent and Mrs Tomaszewska stated that they did not agree with the educational proposal for the site, in view of getting children across the A38. Councillor B Carter stated that the school has outgrown the school site.

Mr Bradley stated that the event at the Guildhall on the 27th September to discuss the site west of Carkeel is not a public meeting but Partnership members would be welcome. Mr Bradley read the letter that had been sent to stateholders and reported that Colin Breed had offered to chair a meeting of interested parties on how to go forward with the proposal.

119/05/06 **CORRESPONDENCE**

(a) A letter was read from the District Council regarding the Local Plan consultation and suggestions for sites put forward during the process. The District Council was now consulting on these “omission sites”. Councillor B Carter is awaiting copies of the appropriate applications but stated that there are five relevant to Saltash, these are:

- (i) the old Saltash Sewage Treatment Works, which already has permission for residential development;
- (ii) land south of Hatt for residential development;
- (iii) Persimmon – Broadmoor Farm residential;
- (iv) Colin Breed, MP – education campus;
- (v) Bond Holdings – education campus.

It was agreed that Councillors B Carter and Tait draft a response for approval by the Chairman and Vice-Chairman along the lines that the Partnership and MCTi oppose housing but support the education campus.

(b) A leaflet was received from the Cornwall Strategic Partnership. Mr Evans confirmed that he had written to invite them to the meeting on the 27th as a stakeholder. It was also agreed to invite Thelma Thorenson, Chairman of the Cornwall Economic Forum, to the meeting on the 27th September.

120/05/06 **ANY OTHER PARTNERSHIP BUSINESS**

(a) Mr Westlake reported that he is holding a community safety event at the Guildhall on the 17th September and invited everyone to attend.

- (b) Mr Contreras reported that it was sometimes difficult for those members not on the various Groups to pick up on matters arising as they are not always reported at the Partnership meetings, particularly reports. Mr Bradley said he would go through the minutes and pick up on outstanding matters.
- (c) Councillor B Carter referred to the Heritage Trail and reported on idea of having “mouldings” of people where visitors could have their photograph taken. Mr Evans will include this in Project 3 as a sub-heading to develop well-known figures as photographic points.
- (d) Mr Hearl asked if it was possible for the Town Council to discuss putting Partnership minutes on notice boards. It was agreed to add Partnership minutes to the web site.
- (e) Mr Kent asked if information boards could be put in car parks showing where various premises are located.

(Mr Hearl left the meeting)

121/05/06 **MCTi**

- (a) Report of Community Agent
 - (i) Mr Evans referred to his report which had been previously circulated. The project matrix has now been updated and Mr Bradley thanked everyone who helped with this.

The project matrix has been sent to 51 potential sponsors and funders and to date 16 replies have been received. A summary of the replies will be provided at the next meeting. The countryside Agency has stated that they are not interested and it is understood that they no longer hold responsibilities at a local level. Mr Evans will follow up those who have not yet responded.
 - (ii) Mr Beamont is trying to contact all the other MCTis in the District and will provide a written resume and circulate to all members.
 - (iii) There are no new projects arising from the youth survey. Mr Evans will asked Mr Samson, Mrs Furse and Mr Hughes for an interim response.
 - (iv) The Fore Street survey needs to be completed.
 - (v) Councillor Ms Miller will follow up the web site with the school.
 - (vi) A copy of the MCTi income and expenditure was circulated. It was agreed that the Clerk draw down the remaining funding from SWERDA as soon as possible.
 - (vii) It was agreed that Mr Evans is employed for 8 hours a week from October 2005 to March 2006 to support the Community Strategic Action Plan project development.

- (viii) It was agreed that a meeting of Group Leaders is held on the 21st September to agree the agenda for the 27th.
 - (ix) Mr Evans to look at the SWOT analysis and come up with the pros and cons.
 - (x) As further responses come in from stakeholders, it was agreed to set up further meeting with them.
 - (xi) It was agreed that the Livewire project is included in the bigger Waterside meeting and is moved to Project 11,CP32.
 - (xii) A meeting of the Group Leaders is to be held on the 8th October from 9.30 – 2.00 to look at the output of the editorial team for the report.
 - (xiii) The Tamar Valley Sustainable Development Fund to be added to the Stakeholders Group and a reply sent stating that MCTi hope to be able to submit a project in due course.
 - (xiv) It was noted that Liskeard Community Health Network Chain had received a Big Lottery award for play equipment. Mr Pedley hoped that the Waterside Residents Association hoped to submit a further application in 2006.
 - (xv) It is proposed to make a presentation to the Town Council at a special meeting in November.
- (b) Any other MCTi business:-
- (i) Councillor B Carter referred to the Big Lottery and the Landmark grant in connection with the site west of Carkeel and asked Mr Evans to follow up.
 - (ii) Mr Evans to contact Kate Bruce, Grants Officer at the District Council, to see if there are any further organizations that might be interested in funding the site west of Carkeel.
 - (iii) Mr Kent stated that Saltash Heritage now has geophysical equipment for use within the PL12 area and a new Archaeology Group has been formed. They hope to investigate any land before it is developed. Mr Evans to talk to Saltash Heritage regarding a “quick win” project.
 - (iv) Mr Evans reported that MCTi had been asked to host a party from six coaches who wished to visit Saltash and look at the MCTi work to date. It had been felt that Saltash was not yet in a position to host such a group and had declined.

122/05/06

DATE OF NEXT MEETING

Thursday 13th October 2005 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 13th October 2005 at 7.30pm in the Guildhall

PRESENT: Councillor R Austin, Mr L Bradley (Chairman), Councillor B Carter, Mr H Contreras, Mr W Cotton, Councillors J Ellison, M Gee, Mr D Kent, Councillor S Tait, Mrs M Tomaszewska, Mr J Westlake

ALSO PRESENT: Mr J Hassett (MCTiA)
Mr S Swale (MCTiA)
Ms S Williams (MCTi Community Agent for Torpoint)
Mr J Evans (MCTi Community Agent)
Mrs A-J Thomas (Administration Officer)

APOLOGIES: Mr P Beamont, Mr A Hearl, Mr M Lovegrove, Mr K Martin, Councillor Ms P Miller, County Councillor Mrs J Mepsted, Mr B Pedley, Mr S Warnes

123/05/06 MINUTES

The minutes of the meeting of the Partnership held on 8th September 2005 were confirmed and signed as correct subject to the following amendments:

The date of the meeting was the 8th September 2005.

113/05/06 It was unanimously agreed that Mr P Beamont be elected Press Officer.

114/05/06 There is a commitment to pay £2500 towards the mosaics.

115/05/06 Partnership thank the Town Council for the services of the Town Clerk over the last ten years and would request that the arrangement continues in the short term. It was noted that the services of the Town Clerk are provided complete with the services of the office at no cost to the Partnership. The Partnership would like to thank the Town Clerk for her work.

124/05/06 MATTERS ARISING

Minute no. 120/05/06c Councillor B Carter reported that the character mouldings would cost £1500 each plus £500 per mounting. This project is

included in Project 3 and will be reviewed with all the other projects.

Minute no. 120/05/06e Information boards. This is also included in MCTi Project 3.

Minute no. 120/05/06d It was agreed to ask the Town Clerk if the minutes are going to be put on the website.

125/05/06 **CARADON DISTRICT COUNCIL**

- (a) John Evans, the Community Agent, will send an update of the MCTi Project Matrix to the Executive Office of Caradon District Council for distribution to members of the Local Strategic Partnership.
- (b) It was reported that Councillor D Carter is representing Saltash Youth on the Open Spaces task group.
- (c) Councillor Tait gave a brief on the Local Strategic Partnership meeting held on 7th October 2005. Mr Contreras asked for an explanation of the function of the LSP. This was provided by the Chairman and Councillor Tait.

126/05/06 **CORRESPONDENCE**

There was no correspondence to report.

127/05/06 **FINANCE**

Mrs Thomas reported that £4000 had been paid towards the new street lighting scheme. In addition £1250 had been received from Caradon District Council as a contribution towards the costs of the Partnership 2005/6.

It was agreed to write to Caradon District Council thanking them for their contribution.

Councillor Tait reminded the Partnership that they hold video and digital cameras.

128/05/06 **ANY OTHER PARTNERSHIP BUSINESS**

The Chairman read an email from Councillor Ms Miller inviting them to publicise and attend the Mosaics Day at the Guildhall on Saturday 29th October. Councillor Ms Miller will issue press releases and publicise the

event in the schools. She will also liaise with Parsons Brinkinhoff. The unveiling of the new mosaics should take place towards the end of November. The Chairman will liaise with the Town Clerk about making the arrangements for the unveiling. It was agreed that the local schools should be involved in the unveiling and Councillor B Carter volunteered to contact them.

129/05/06 **MCTi**

The report from the Community Agent was circulated to members and the following items were raised:

- (a) Following the meeting chaired by Colin Breed MP on 27th September 2005, it was reported that the MCTi had a follow up meeting with Caradon District Council on 3rd October 2005.
- (b) At a recent workshop it was agreed that the MCTi change its name to “Saltash Gateway” from “Gateway to Cornwall”. Councillor Ellison queried the reason for changing the name. The Chairman explained that it was felt the current name did not sufficiently identify Saltash, especially as “Gateway” was in use elsewhere but stressed that this name was a compromise although it was not immutable. Councillor Gee commented that he felt that “Cornwall” needed to be in the title.
- (c) Councillor B Carter raised concerns that enquiries from the public about projects could be adequately answered from the data available. The Chairman responded that although projects were still evolving, most of the necessary data was already contained in the Healthcheck documentation although some areas work required more work as the projects developed. The Community Agent was asked to ensure that the information was made available to on the website when it was opened up to the public.
- (d) Broadmoor Farm Development. Mr Cotton asked about the proposed distribution of land in the development between education and industrial use. He was concerned that there was sufficient allocation for industrial use. Councillor B Carter replied that Caradon District Council had already identified part of the area to the west of Carkeel for industrial use. The area to be allocated to education was yet to be decided. Councillor Tait added that 12 hectares was provisionally ear-marked for industry but this could be increased to 20 hectares at a later date.
- (e) Fore Street Survey. It was agreed to discuss the survey after the steering group has studied it.

- (f) MCTi Community Website Project. The Chairman reported that a meeting was held between Councillors Ms Miller and Brian Carter and the Head and Deputy Head of the Community School. The proposed site is intended to act as a portal for community groups and commercial listings and will be technically feasible from January 2006 when the school will have 8mb broadband. There are a number of issues to address before moving forward:
- (i) It needs to be established who will be responsible for managing, administering and monitoring the site. The school do not have the administrative capacity to manage the site but it is preferable to keep the management in one place. They will cost and plan the site and a further meeting will be arranged. (Mr Dave Garland is the main school contact.)
 - (ii) Who will be responsible for updating information on the site?

Councillor Ms Miller will research the commercial side looking at Looe's website.

It was suggested that the MCTi contact groups who may be interested in using the facility. Councillor B Carter reported that the school and K2 were keen to use the project to make contact with the "harder to reach" target groups. The site also has potential as a means of information gathering through questionnaires and surveys.

- (g) Recent and future meetings.
- (i) The Chairman reported that he had attended meetings regarding the governance of MCTi projects and one of the proposals considered was the formation of a Development Trust. The relationship with existing bodies including Saltash Partnership and the MCTi Steering Group would need to be explored and discussed further.
 - (ii) A workshop is to be held for Cornwall MCTis on October 26th 2005. The main topic will be the relationship between Local Strategic Partnerships and MCTis. Mr Swale invited the MCTi to send representatives to the workshop. The Chairman asked the Community Agent to attend and to contact Mr Beamont.

- (iii) The Community Agent reported that a formal presentation on the work of the MCTi was to be made to the Town Council on 19th October 2005 at 7.30pm.
- (iv) The Chairman reported that a CSAP workshop will be held on Saturday 5th November to which all group leaders and supporters are encouraged to attend.
- (v) Broadmoor Farm Project. A meeting with stakeholders chaired by Colin Breed MP will be held on a date to be arranged in November. Councillor B Carter suggested that this is a closed meeting. Councillor Tait asked that Caradon District Council Cabinet Meeting dates are avoided and suggested that the Leader and Deputy Leader are invited to attend. Councillor B Carter suggested that the Chairman of Planning and Local Economy Panel is also invited. The Chairman asked the Community Agent to follow this up.
- (h) Any other MCTi business.
 - (i) Mr Contreras commented that it was important not to treat Saltash as an “island” but as an integral part of a wider area and that he was pleased to see the Ms Williams, the Community Agent for Torpoint at the meeting.
 - (ii) The Chairman asked Mr Cotton to talk to Plymouth City Council about their transport strategy and the plans that relate to Saltash. Mr Cotton will report back to the Community Agent.
 - (iii) Councillor B Carter raised some queries regarding the contract with Hannah Rogers Associates. The Community Agent will send details of the contract by email to the Chairman, Councillors B Carter and Ms Miller.
 - (iv) Mrs Tomaszewska advised the meeting that the Friends of St Barnabas would be holding a coffee morning on Saturday 5th November.
 - (v) Mr Kent advised the meeting that a Family History Day would be held at the museum on Saturday 15th October.

130/05/06

DATE OF NEXT MEETING

Thursday 10th November 2005 at 7.30pm

**Minutes of a Meeting of Saltash Partnership held on Thursday 10th November 2005 at
7.30pm in the Guildhall**

PRESENT: Mr L Bradley (Chairman), Mr P Beamont, Councillor B Carter (for part of meeting), Mr H Contreras, Mr W Cotton, Mr P Dickerson, Councillor J Ellison, Mr J Grail, Councillor Mrs J Mepstead, Councillor Ms P Miller, Mr J Westlake

ALSO PRESENT: Mr S Swale (MCTiA)
Mr S Vinson (Caradon District Council)
Mr J Evans (MCTi Community Agent)
Mrs M Small (Clerk)

APOLOGIES: Councillor D Carter, Mr A Hearl, Mr M Lovegrove, Mr K Martin, Mr B Pedley, Councillor S Tait, Mrs M Tomaszewska, Mr S Warnes

131/05/06 **MINUTES**

The Minutes of the meeting of Saltash Partnership held on 13th October 2005 were confirmed and signed as a correct record.

132/05/06 **MATTERS ARISING**

Minute 125/05/06 Mr Beamont will see Mr Contreras and explain the function of the Local Strategic Partnership.

133/05/06 **CARADON DISTRICT COUNCIL**

Mr Vinson reported that the District Council will know by the first week in December what percentage level the Government has set for the budget and whether the concessionary fares project is funded by the Government or whether the District Council will have to bear the whole cost. As part of the budget cutting exercise, it is almost certain that the post previously undertaken by Sarah Prattent in liaising with the Partnership will go.

Councillor Ms Miller asked if funding from the District Council would still be available if the Partnership was to be dissolved and a Development Trust put in its place. Mr Vinson said that in Torpoint the money was put to their Development Trust but at the moment the continued funding of Town Forum is under discussion through the budget cutting process.

Councillor Ms Miller also stated that in the Development Trust structure, there is a space for a local authority representative and enquired if the District Council would wish such a position. Mr Vinson stated that there was no District Council representative in Liskeard and Looe and the representative at Torpoint is to come off the Trust.

134/05/06 **CORRESPONDENCE**

There was no correspondence

135/05/06 OTHER PARTNERSHIP BUSINESS

- (a) The Clerk reported that Councillor D Carter had asked for an item to be discussed that the Partnership will make a contribution of £1,000 to a feasibility study regarding the re-development of an area in Fore Street.

It was agreed in principle that as a concept the Partnership will fund feasibility studies.

Mr Beamont stated that the Partnership could be putting itself in a vulnerable position if it supports a particular individual company and would wish to have confirmation of intent of the study and know who will own the study.

Councillor B Carter will provide the Chairman with a copy of the details and if the request cannot wait until the next meeting because of the time scale, then an extra-ordinary meeting of the Partnership will be called.

(Councillors Ms Miller, Mrs Mepsted and Ellison declared a prejudicial interest and left the meeting during discussion of this item)

- (b) Councillor Ms Miller reported that the community mosaic event had been held and about 24 people had attended. It was agreed that the unveiling be held on the 28th November and that Partnership pay for the refreshments. The Clerk reported that the money for the mosaics had been paid but this had been paid into the Town Council account. It was agreed that the Partnership pay their £2,500 to the Town Council.
- (c) The Partnership and MCTi accounts to 30th October 2005 were circulated.

136/05/06 MCTi

- (a) Mr Evans had circulated his report for the last month.
- (i) A follow up meeting with the District Council to discuss Broadmoor Farm has been held and on the 20th November a second stakeholder's meeting is to be held. Invitations will be sent out and it was noted that Mr S Bohane should be added to the invitation list.
- (ii) A Community Strategic Action Plan Workshop was held on the 5th November and was attended by members of the Group Leaders Forum. Hannah Reynolds is now reviewing her work to date and a number of pieces of text have been completed. The vision is complete and priorities have been written for some of the top ten projects. There is a need to complete the assessment of the youth survey and Fore Street survey. Chapter 3 looks at the top ten projects and some work has been completed to describe these projects. It has been agreed that Hannah Reynolds should take all

that has been written so far and a first draft report by the end of the year.

- (iii) On the 19th October, the Chairman and Vice-Chairman made a presentation to the Town Council on the MCTi progress. A follow up meeting has been held with the Policy and Resources Committee to discuss financial support and the Committee is proposing to include £20,000 a year in the Council's budget for MCTi for the next three years. A follow-up meeting is arranged with the Chairmen of Committees to discuss the projects.
- (iv) An Enterprise Plymouth show is to be held in Plymouth on the 16th November and Plymouth City Council has allowed MCTi space. Councillor B Carter stated his concern because as yet it is not known how Plymouth will fit into the Town's Plan. Mr Westlake stated that this is an opportunity to show that Saltash Gateway exists.
- (b) It was agreed that a key issue is to try and keep Broadmoor Farm on the District Council's agenda. Mr Vinson will speak with Mr S Foster. It was agreed to give the District Council a presentation on MCTi and Broadmoor Farm after hearing from Mr Foster. A letter of support is to be requested from the Town Council.
- (c) It has been agreed to remain with "Saltash Gateway" title.
- (d) Councillor Ms Miller will get an artists impression of Broadmoor Farm up to a budget of £500. Councillor Ms Miller is preparing a leaflet to give some details of the site etc.
- (e) Any Other MCTi Business
 - (i) There is a need to look at Partnership to see where they are going.
 - (ii) Mr P Beamont offered to make contact with people for images that are needed for the Plan.
 - (iii) Mr Beamont reported that North Cornwall is making clever use of information from Parish Plans and parishes are working together.
 - (iv) Councillor B Carter reported that Mr Bohane from the RDA sees Saltash as an affluent area. It was agreed that Mr Evans should send Mr Bohane a copy of the presentation to the Town Council together with a letter to give him background information and a copy of the updated project list before the meeting on the 28th.
 - (v) Councillor Ms Miller reported that there was nothing further to report from the school on the web site and this will be added to the next agenda. Also, Cornwall Act Now Project has the ability for Groups to update their own web site and this should also be looked

at as an option. An article will be included in the Town Messenger to see what interest there would be from organisations for such a site.

- (vi) Mr Cotton referred to the Inner City Strategy Plan as this could affect Saltash in an indirect way relating to travel from South East Cornwall to Plymouth. In the first instance, Mr Cotton will enquire what group followed the PSECT group which used to exist.
- (vii) A letter was reported from Mr Colin Brown of the Forder Association in which he states that in principle the Association supports the developments proposed for Saltash but has concern about any increase in the water run to Forder which could cause flooding and would like reassurance on this issue. It was agreed that Mr Brown be invited to join the Steering Group.
- (viii) Mr Vinson was asked when the last survey was undertaken by the District Council to check the percentage split of retail/non-retail in Fore Street. Mr Vinson will report back.
- (ix) Mr Swale stated that if negotiations continue between the Town Council and the MCTi group, this will be a very valuable model to the MCTi process.

137/05/06

DATE OF NEXT MEETING

Thursday 8th December 2005 at 7.30pm

**Minutes of a Meeting of Saltash Partnership held on Thursday 8th December 2005 at 7.30pm
in the Guildhall**

PRESENT: Mr L Bradley (Chairman), Mr C Brown, Councillor B Carter (for part of meeting), Mr H Contreras, Mr W Cotton, Mr A Hearl, Councillor Ms P Miller, Councillor S Tait, Mr J Westlake

ALSO PRESENT: Mr S Vinson (Caradon District Council)
Mr J Evans (MCTi Community Agent)
Mrs M Small (Clerk)

APOLOGIES: Councillor D Carter, Mr M Lovegrove, Mr K Martin,
Mr B Pedley, Mrs M Tomaszewska, Mr S Warnes

The Chairman welcomed Mr Brown to the meeting.

138/05/06 MINUTES

The Minutes of the meeting of Saltash Partnership held on 10th November 2005 were confirmed and signed as a correct record.

139/05/06 MATTERS ARISING

(a) Mr Contreras referred to the Government's proposals for concessionary fares and enquired if Mr Vinson had talked to Sally Lewis from the East Cornwall Rural Transport Partnership regarding her possible attendance at a future meeting of the Partnership early in the New Year. Mr Vinson will ask if she can attend the January meeting.

Councillor Tait stated that it would appear that the Government will give all the money for concessionary transport but the details are still being worked out.

(b) Councillor Ms Miller reported that an article had been included in the Town Messenger asking if there is anyone interested in having a page on the web site. She has also spoken with the Community School regarding their time frame and this is slipping to Easter.

(c) Mr Vinson reported that the group set up following PSECTS is the Plymouth Joint Study Area and they are looking at transport provision.

(d) The core survey of Fore Street retail/non-retail use was last undertaken in August 2005. The vacancy rate in shops is now 11.12%. Mr Vinson will obtain a list of the classification system.

(e) Mr Bradley stated that he was still awaiting contact from the Mayor regarding the possibility of contributing a £1000 regarding the development of an area in Fore Street.

140/05/06 **CARADON DISTRICT COUNCIL**

Mr Vinson reported that the budget this year is tight. Town Forum funding is trying to be kept in the budget but this will depend upon the financial position of the District Council. Councillor Tait stated that the District Council will want Partnership etc. to undertake consultations etc. when and if needed, rather than make a blanket cash donation to local towns.

141/05/06 **CORRESPONDENCE**

There was no correspondence

142/05/06 **OTHER PARTNERSHIP BUSINESS**

- (a) Councillor Tait asked what is the future of the Partnership. Mr Bradley said that there should be a presentation of options to Partnership at the January meeting, which will include location options for whatever group is set up. Mr Swale to be asked if he could attend this meeting. Further discussions will be held at the February meeting.
- (b) The Partnership and MCTi accounts to 2nd December 2005 were circulated.

143/05/06 **MCTi**

Mr Evans had circulated his report for the last month.

- (a) A meeting had been held with the Chairmen of the Town Council Committees to look at possible projects identified by the MCTi.

The project list will be updated following the meeting with Chairmen and sent to the Town Clerk for circulation to Committees.

- (b) Mr Hearl asked how far forward are discussions with stakeholders before the Plan is published and the public has had an opportunity to comment. Mr Bradley stated that the public have had an opportunity to comment on the order of projects etc. Mr Hearl stated that Press Releases have been issued but the public has still not seen the Plan. Councillor B Carter stated that they have been advised that if they have enough comments from the public they can go ahead with discussions. He felt that MCTi needed to address how they engage with the voluntary sector. Councillor Ms Miller would like to see a meeting with the District Council and a discussion ensued on the timing of such a meeting.

(Councillor B Carter left the meeting)

It was agreed to:

- (i) Write to the District Council to advice that the presentation is not quite ready for January and ask when it would be convenient to make a presentation to Council.

- (ii) Further meeting with C Breed, MP in March/April
 - (iii) Give a presentation to Cornwall County Council – this may need to be to several departments.
 - (iv) Mr Evans to talk to Mr Vinson to see what the CCC view would be to talk to them tactically.
- (c) It was suggested that the University is asked to undertake a hydro-study of the Broadmoor Farm site.
- (d) Mr Evans will send Mr Bohane a full copy of the presentation made to the Town Council.
- (e) Mr Westlake will put the photographs he had taken for MCTi onto cds and Councillor Ms Miller will send to the schools.
- (f) Any Other MCTi Business
- (i) Mr Brown reported that the Forder Community Association has negotiated a new lease of Forder Green with Antony Estates and is now negotiating with the District Council to build a new meeting room.
 - (ii) Councillor Ms Miller stated that the Town Council has set up Community Chest and Festivals Funds to enhance the community and there will be a briefing meeting in January at The Guildhall.

144/05/06

DATE OF NEXT MEETING

Thursday 12th January 2006 at 7.30pm

Minutes of a Meeting of Saltash Partnership held on Thursday 12th January 2006 at 7.30 pm in The Guildhall

PRESENT: Mr J Westlake (Vice-Chairman, in the Chair), Councillor B Carter, Mr H Contreras, Mr P Dickerson, Mr W Cotton, Councillor M Gee, Mr D Kent, Councillor Ms P Miller, Mr B Pedley, Councillor S Tait

ALSO PRESENT: Mr J Evans (Community Agent)
Mrs M Small (Clerk)

APOLOGIES: Mr L Bradley, Mr C Brown, Councillor J Ellison, Mr A Hearl, Mr M Lovegrove, Mrs M Tomaszewska, Mr S Warnes

145/05/06 MINUTES

The Minutes of the meeting of Saltash Partnership held on 8th December 2005 were confirmed and signed as a correct record, subject to the addition of Mr P Dickerson and Mr D Kent to the list of those present; Mr Cotton being shown as an apology and not present; and Minute 143(f)(i) delete “Antony Estates” and substitute “and fundus of Forder Creek from the Duchy of Cornwall.

146/05/06 MATTERS ARISING

Minute 139/05/06(a) Mr Vinson to ask Sally Lewis to attend a future meeting.

Minute 139/05/06(e) Mr Bradley had asked for this item regarding the possibility of contributing £1000 to the development of an area in Fore Street to be carried forward.

(Councillor Gee and Mr B Pedley arrived)

147/05/06 DISTRICT COUNCIL REPORT

Councillor Tait stated that there is an increasing awareness at the District Council of the MCTi process and the health check information will be of help to the District Council when replying to questions from the Office of the Deputy Prime Minister.

Mr Westlake and Mr Evans had attended a meeting with the District Council to discuss a number of issues raised by the Office of the Deputy Prime Minister relating to a Coastal Towns Inquiry. Mr Westlake will circulate the notes of the meeting next month.

(Councillor Ms P Miller arrived)

148/05/06 CORRESPONDENCE

There was no correspondence.

(Mr Beamont arrived)

149/05/06

OPTIONS FOR FUTURE OF PARTNERSHIP/MCTi

Discussion ensued on the way forward and various points were put –

- If MCTi continues what will it be able to do that no-one else could do – it could access funds not available to the Town Council – and what would be left for Partnership to do.
- No justification for two organisations – there will be conflict.
- When funding ran out, Partnership began to lose the impetus.
- MCTi needs a full-time Project Officer
- There is a role for Partnership – to react to new things coming from grass roots. Someone needs to manage the Community Strategic Plan but there is still a role for a community group.
- How many people would be willing to sit on a Trust type of organisation
- If there is no funding, Partnership will not work, therefore some other organisation is needed in the Town which can gain funding.
- If there is a role for a new company organisation and it is a vehicle to gain funds from other bodies, we should explore the next steps.
- Is it the Town or PL12 area to take projects forward.

Councillor Ms Miller gave a presentation on options available, stating that the organisation needs to be an accountable body, i.e. a company limited by guarantee. Such a company needs to have Memoranda and Articles of Association which controls what the company can do.

Memoranda and Articles of Association can come from:-

- (1) Charity Commissioners – is it going to be a charity and where is money coming from, i.e. grants. If the company is trading, it cannot be a charity. Would receive tax benefits if the company owned property.
- (2) Community Interest Company (CIC) - this type of company only came into effect in July 2005 controlled by CIC Regulations. It allows trading but cannot be a charity. Can only be a CIC if it is operating for the benefit of the community. Once a year a report has to be sent to the Regulator. It is possible to set up a charity and a CIC and staff can be on the Board of a CIC.
- (3) Development Trust – a company limited by guarantee for a specific geographical “business” but a Development Trust can become a charity. It is a membership based organisation with a Board of Directors. It is a charity, the Board Members cannot be employed but the Trust can employ staff. If it is a company limited by guarantee it also has to register with Companies House.

The initial feeling of the meeting was to look further into a CIC. Councillor Ms Miller will bring draft Memoranda and Articles of Association to the next meeting for further discussion.

150/05/06 **ANY OTHER PARTNERSHIP BUSINESS**

There was no other Partnership business.

151/05/06 **MCTi**

- (a) Mr Evans had circulated his report for the last month. There will be a meeting on the 28th January to finalise the draft Plan. Councillor Tait stated that he would welcome a presentation to the Local Strategic Partnership. The report was noted.

(Councillor Tait left the meeting)

- (b) In discussing how to interface and consult with Plymouth City Council, Mr Westlake stated that he had joined a maritime group and was happy to raise any issues through that forum. Councillor Ms Miller suggested that connections at Officer level should be made for the Plymouth Spatial Strategy and Mr Evans will obtain the name of a contact. Further discussion to be held next month.

152/05/06 **DATE OF NEXT MEETING**

Thursday 9th February 2006 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 9th February 2006 at 7.30 pm in The Guildhall

PRESENT: Mr L Bradley (Chairman), Mr P Beamont, Mr C Brown, Councillor J Ellison, Mr J Westlake, Councillor B Carter, Mrs G Furse, Mr H Contreras, Mr W Cotton, Councillor Ms P Miller, Mr B Pedley, Councillor S Tait, Mrs M Tomaszewska,

ALSO PRESENT: Mr S Vinson (Caradon District Council)
Mr J Evans (Community Agent)
Mrs M Small (Clerk)

APOLOGIES: Mr P Dickerson, Councillor M Gee, Mr M Lovegrove, Mr K Martin, Mr S Swale, Mr S Warnes

153/05/06 **MINUTES**

The Minutes of the meeting of Saltash Partnership held on 12th January 2006 were confirmed and signed as a correct record.

154/05/06 **MATTERS ARISING**

Minute 139/05/06(a) Mr Vinson has spoken with Sally Lewis and she will attend the March or April meeting.

155/05/06 **DISTRICT COUNCIL REPORT**

Mr Vinson reported that:

- (a) the District Council has set its Council Tax at a 5% increase. Almost all the items proposed for reduction were accepted by the Council and therefore there will be no future financial contribution from the District Council to Saltash Partnership. The previous post of Sarah Prattent has been permanently deleted and as there is now no Community Regeneration Officer in post, Officers from the District Council will attend Partnership meetings as when they are available to do so.
- (b) a meeting with the County Council's Portfolio Holder for the Economy to talk about Broadmoor Farm and the possibility of trying to get assistance from the County Council would be useful.
- (c) the feedback from the presentation made by Mr Bradley, Mr Westlake and Mr Evans to Caradon's Planning and Local Economy Panel was that it was very well received. Councillor Tait stated that the Minutes from the meeting will be ratified at the full Council and it is for District Councillors then to recommend that the proposals should be endorsed.

In answer to a question from Mr Contreras, it was explained that the presentation was not asking for money but was to get support and get the subject of Broadmoor Farm firmly on the District Council's agenda

because other stakeholders have indicated that they are more likely to support the project if it is supported by the District Council.

Concern was expressed at the description in Para 2.9 of the response to the Office of the Deputy Prime Minister's Inquiry into Coastal Towns which states that "Saltash is a dormitory area for Plymouth". It was agreed that Mr Evans should write to Kaja Curry stressing the image that MCTi is trying to put forward and that the Strategic Action Plan makes great play that Saltash is not a District of Plymouth.

156/05/06 **CORRESPONDENCE**

- (a) A letter was reported from the Community School reporting that a conference is to be held which will have relevance to an education campus at Broadmoor Farm. It was agreed that MCTi pay the fees of up to £670 for Mrs Bryce and Mr Sampson to attend the conference and that they are asked to report back to a future meeting.
- (b) Millbrook Parish Council understood that the Partnership is offering £100 towards the implementation of local Parish Plans. It was agreed to refer them to Torpoint Town Council.
- (c) St Dominick Football Club asked for funding for their Club. It was agreed to respond that it is not within the Saltash boundaries and therefore the Partnership is unable to help but refer them to Tamar Valley Futures.
- (d) Caradon District Council has arranged a meeting on the 14th March to discuss changes in the grants offered by the Big Lottery. It was agreed that 4 places are booked.
- (e) Saltash Town Regatta requested sponsorship for the Regatta. It was agreed to support in principle but to ask for specific details.

(Councillors B Carter and J Ellison declared a prejudicial interest and left the meeting)

157/05/06 **OPTIONS FOR FUTURE OF PARTNERSHIP/MCTi**

Councillor Ms Miller re-capped on the discussion ensued held at the last meeting. It was agreed that the way forward to form a Community Interest Company was to agree the objects of the company, nominate three founding directors and complete the Declaration of Formation form.

Mr Westlake will ask someone to attend who has formed a successful Development Trust.

Mr Beamont stated that a set of aims need to be written on why we are setting up a CIC, what it is hoped will be achieved, and it needs to be inclusive.

It was noted that the Town Council has been asked to remain the accountable body. MCTi has been asked for a further £5,000 and it was therefore agreed that Mr Evans is retained to the 31st March 2005.

(Councillor B Carter left the meeting)

It was agreed that the following issues need to be resolved at the next meeting:-

- (i) What is going to happen to the remaining Partnership funds?
- (ii) Who is to be secretary at the April meeting?
- (iii) Who is to be the accountable person with regard to money?

(Councillor Ellison and Mr Pedley left the meeting)

158/05/06 ANY OTHER PARTNERSHIP BUSINESS

A copy of the accounts to the 9th February 2006 was circulated.

159/05/06 MCTi

- (a) Mr Evans circulated his report for the period since the last meeting. Mr Vinson suggested contacting Mr Roughton at the District Council to ask who should be contacted in order that the Committee can influence the views encompassed in the Regional Spatial Strategy.

Mr Contreras referred to the MCTA conference and the points made by Hatherleigh on the pitfalls of funding and development of their community centre. Mr Westlake felt it would be a good idea for the Steering Group to visit Hatherleigh and this will be put on the April/May agenda to arrange a visit.

It was agreed that Mr Evans should attend the Local Strategic Partnership meeting at Caradon on the 17th February to give a presentation.

- (b) Discussions on how to interface and consult with Plymouth City Council were deferred to the next meeting.
- (c) Councillor Tait agreed to chase Mr S Foster/C Breed for a list of the landowners for Broadmoor Farm.

(Mr Brown left the meeting)

- (d) A steering group to look at the way ahead to form a Community Interest Group to be held on the first Wednesday in March. Mr Evans to write to the Clerks of Parish Councils etc. inviting members to take part.

160/05/06 DATE OF NEXT MEETING Thursday 13th April 2006 at 7.30 pm

Minutes of a Meeting of Saltash Partnership held on Thursday 9th March 2006 at 7.30 pm in The Guildhall

PRESENT: Mr L Bradley (Chairman), Mr P Beamont, Mr C Brown, Councillor J Ellison, Mr J Westlake, Councillor B Carter, Mr H Contreras, Mr W Cotton, Councillor M Gee, Mr A Hearl, Mr D Kent, Councillor Mrs J Mepsted, Councillor Ms P Miller, Councillor S Tait (for part of meeting), Mrs M Tomaszewska,

ALSO PRESENT: Councillor B Gregory
Mr J Evans (Community Agent)
Mrs M Small (Clerk)

APOLOGIES: Mr P Dickerson, Mr M Lovegrove, Mr K Martin, Mr S Swale,
Mr S Warnes

161/05/06 **MINUTES**

The Minutes of the meeting of Saltash Partnership held on 9th February 2006 were confirmed and signed as a correct record.

162/05/06 **MATTERS ARISING**

139/05/06(a) Sally Lewis will attend the April meeting.

156/05/06(e) It was agreed that Partnership meet the full cost of hiring Portaloos and showers for the Regatta.

(Councillors J Ellison and B Carter declared prejudicial interests and left the meeting)

(Councillor Tait arrived)

155/05/06(c) Councillor Tait confirmed that the Minutes from the District Council's Planning and Local Economy Panel were confirmed by the full Council meeting with no dissenting voices. The District Council is now fully aware of MCTi and its plans.

Mr Evans has written to Ms K Curry regarding the response to the Office of the Deputy Prime Minister but not received a response to date.

159/05/06(a) The visit to Hatherleigh has still to be arranged.

159/05/06(c) Councillor Tait will speak with Colin Breed to remind him that he was to supply a list of the owners of Broadmoor Farm. He had also said that he was meeting with one of the landowners and a feedback was requested. Councillor B Carter stated that Officers at Caradon are looking to arrange informal meetings with stakeholders.

163/05/06 **DISTRICT COUNCIL REPORT**

Councillor Tait stated that the District Council wish to incorporate MCTi information when they undertake consultations in Saltash.

164/05/06 **CORRESPONDENCE**

A letter was reported from Youngstagers to say that they are now in a position to purchase radio microphones as discussed previously at a total cost of £1215.60 and asked for a grant of £300. It was agreed that the request is approved.

165/05/06 **OPTIONS FOR FUTURE OF PARTNERSHIP/MCTi**

After further consideration, it was agreed that:-

- (a) ideas are required at the next meeting to use the remaining Partnership funds, including possibility of a small amount to the successor of Partnership and a substantial amount to a project. Ideas for projects at the next meeting which could include using sketches by David Whittley for a Brunel type mural on the wall of the barber's shop in Lower Fore Street (Councillor Tait will speak with D Whittley; statues (Councillor B Carter will provide details). Consideration also to be given as to who will maintain.
- (b) John Evans takes the minutes for future Partnership meetings. The Town Clerk was thanked for servicing the meetings in the past.
- (c) Town Clerk remains the accountable Officer for Partnership Funds until CIC formed.
- (d) It was agreed that Councillor Ms Miller proceeds with the formation of a Community Interest Company with John Evans as Company Secretary. Town Clerk to enquire if the Guildhall could be the registered office of a company. The next steps will be:
 - (i) dialogue with CIC
 - (ii) personalise Memoranda and Articles of Association
 - (iii) Public meeting in June
 - (iv) formalise decision
 - (v) dissolve Partnership in its current form

At the next meeting further discuss the formation of a CIC.

- (e) In view of discussions re CIC, Sally Lewis to be postponed to a future date.

166/05/06 **ANY OTHER PARTNERSHIP BUSINESS**

Mr Westlake reported that the pontoon has been damaged severely and this is being dealt with by the District Council.

167/05/06 **MCTi**

Mr Evans circulated his report for the month.

- (a) The information gathered by the five steering groups needs to be scanned in plus supporting information from the health checks, SWOT analysis and a list of other documents available.
- (b) J Evans/P Beamont to liaise with Hannah Reynolds re the Plan
- (c) Mr Evans was congratulated on his presentation to the Local Strategic Partnership.
- (d) A copy of the Plan is provided to the Town Council.
- (e) The background documentation relating to the Plan is kept in the Resource Room at The Guildhall
- (f) The contract for Mr Evans is extended for three months subject to finances being available.
- (g) A letter to be sent to the Parishes stating that the Town Council is giving £10,000 in order to carry forward the MCTi process and we would like them to contribute to the process and would consider putting in an amount to the next precept.

168/05/06 **ANY OTHER MCTi MATTERS**

- (a) Councillor Tait stated that the Reverend Ian Souter had asked if there are any projects in which the Church could become involved. It was agreed that he be invited to sit in as an observer at the next meeting and also Mr Evans to speak with Reverend Souter re a list of projects.
- (b) Councillor Ellison stated that there could be money available from the Tamar Valley AONB but the closing date is 10th June. Mr Evans to obtain an application form and MCTi consider submitting for a feasibility study re Broadmoor Farm or another project to link with community transport. It was felt that a separate group should get together to look an application.

169/05/06 **DATE OF NEXT MEETING** Thursday 13th April 2006 at 7.30 pm
Apologies from Mr Hearl.