

Liskeard, Looe and Cornwall Gateway Community Area Partnership

Action Notes

Meeting	Liskeard, Looe and Cornwall Gateway Community Area Partnership (Inaugural Meeting)
Date and time	6 June 2023 (6.00-8.40pm)
Location	Eliot Hall Community Centre, St Germans
Attendance and apologies	See attendance list attached

Item	Notes
INFORMAL WORKSHOP SESSION (6.00-7.30pm)	
1.	<p>Tea, coffee and mingle</p> <p>Participants introduced themselves to each other over tea and coffee. An informal exercise was held in which participants were invited to record priorities for their organisation on a flipchart, focusing on those that the Community Area Partnership (CAP) could potentially work on together through its Community Priority Action Plan. The feedback from this session will be collated into a report and fed into the CAP's Autumn workshop, where the CAP will commence the formal process of developing this Plan. The Localism team also demonstrated the hybrid meeting technology that will be introduced for CAP meetings in the Autumn.</p> <p>Action: Flipchart notes to be included in informal workshop report and circulated to CAP membership (Catherine Thomson)</p>
2.	<p>Informal Plenary Session</p> <p>(i) Welcome. Simon Mould (Head of Resilient Communities) welcomed participants to the inaugural meeting. He gave a brief introduction about CAPs and the focus for the meeting. Sector Inspector Dave Ratcliff and PS Daniel Lewis (Devon and Cornwall Police) were also introduced to the meeting and were looking forward to working with the CAP.</p> <p>(ii) Health & Safety Announcement. Catherine Thomson (Community Link Officer) outlined the health and safety arrangements for the evening.</p>
3.	<p>Informal Workshop Session</p> <p>Catherine Thomson introduced the workshop session. In workshop groups, participants were asked to: briefly introduce themselves and their organisation; share their top priorities (for their Division/organisation) and potential solutions; share what they could each bring to the table; and discuss how they could work together to make the CAP a success.</p>
4.	<p>Informal Plenary Session: Workshop Feedback</p> <p>The workshop groups were asked to feed back the top three issues from their discussion, including potential actions and solutions. The headlines fed back from each table are summarised below; the detailed feedback will be collated into a report (see item 1 above).</p>

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Table 1:

- A38/safety improvements
- Connectivity (including walking/cycling/public transport/water transport)
- Environment/Climate (including telecom mast locations/air quality/water supply – quality/leakages/flood prevention)

Table 2

- CC communication issues. Adhere to response protocols/timelines.
- Parking/Toll charges (including resident car parking permits/hospital parking/Tamar toll charges and economic impacts)
- A38/safety improvements

Table 3

- Enforcement (including planning development/permitted development rights/parking/Illegal camping)
- A38 and Rural Road Network (including safety improvements and maintenance/links to economics, health & education)
- Public Transport (including suitability and accessibility/connections between villages/water transport)

Table 4

- Housing and Environment
- Connectivity (bringing services and opportunities closer to people, through enabling safe, reliable, affordable and accessible transport)
- Rural enforcement

Table 5

- Housing and Environment (including affordability, suitability, community trusts/climate action e.g. insulation, EV charging points/sewerage)
- Highways and Transport (including A38 safety improvements/Tamar tolls/economic barriers/community transport/water transport)
- Links and lobbying power (including united voice/sharing best practice/joint projects/measurable actions)

Table 6

- Highways and Transport (including A38 safety improvements, public transport, water transport)
- Health care system (reduce/remove administrative boundaries)
- Social Housing (including need for more community led developments)

Action: Feedback to be included in informal workshop report (Catherine Thomson).

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ANNUAL GENERAL MEETING	
1.	Apologies for absence and late arrival See attendance list attached
2.	<p>Election of Chair and Vice-Chair</p> <p>(i) Election of Chair It was proposed by Councillor Kate Ewert, seconded by Councillor Colin Martin and AGREED that Councillor Jane Pascoe (Liskeard South and Dobwalls Electoral Division) be elected as Chair of the Community Area Partnership for the Annual General Meeting and 2023/24.</p> <p>(ii) Election of Vice-Chair It was proposed by Councillor Armand Toms, seconded by Councillor Gary Davis and AGREED that Councillor Hilary Frank (Saltash Essa Electoral Division) be elected as Vice-Chair of the Community Area Partnership for the Annual General Meeting and 2023/24.</p> <p>The CAP congratulated Councillors Pascoe and Frank on their election.</p>
3.	<p>Terms of Reference The standard terms of reference for the CAPs were noted.</p>
4.	<p>Name of Community Area Partnership The CAP's draft name was "Liskeard, Looe and Cornwall Gateway". A number of suggestions were received and tabled at the meeting. It was AGREED: Suggested names to be circulated to the CAP membership, who will be invited to respond by "voting" for their preferred name. The CAP will be asked to confirm the name at its next meeting. (Action by Catherine Thomson).</p>
5.	<p>Appointment of Sub-Group/s The CAP noted a paper on this topic.</p> <p>(i) Highways Scheme Sub-Groups As the Highways budgets for both the former Liskeard and Looe and Cornwall Gateway Community Network Areas were fully committed, the CAP did not consider it necessary to form a sub-group. It was AGREED: In the event of any underspend from either of the former Liskeard and Looe and/or Cornwall Gateway Community Network Area Highways budgets, a meeting will be arranged with those relevant CNA members.</p> <p>(ii) Funding Panel</p>

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	<p>Nominees were sought to sit on the CAP's Funding Panel, which will consider applications for funding to the Community Levelling Up Programme and Community Capacity Fund.</p> <p>It was AGREED:</p> <p>(a) To establish a Funding Panel for the CAP</p> <p>(b) That its members will include:</p> <ul style="list-style-type: none"> • Councillor Kate Ewert (Rame Peninsula & St Germans Electoral Division) • Councillor Phil Seeva (St Cleer & Menheniot Electoral Division) • Councillor Gary Davis (Torpoint Town Council) • Councillor Christina Whitty (Liskeard Town Council) • Councillor Nicky Roberts (Millbrook Parish Council) • Councillor David Heard (Lanreath Parish Council) <p>(iii) Other Working Groups</p> <p>It was AGREED:</p> <p>(a) To establish the following working groups:</p> <ul style="list-style-type: none"> • Transport and Connectivity • Economic Growth and Development • Climate Action and Nature Recovery (as an extension of the Cornwall Gateway climate change and nature recovery network) <p>(b) To seek interested parties to join the working groups through correspondence with CAP representatives, and to confirm the membership at the next meeting (<i>Action by: Catherine Thomson</i>)</p> <p>(c) To ensure that any working groups (and consideration of co-opted members) link in with existing Cornwall-wide networks.</p>
6.	<p>Appointment of co-opted members</p> <p>The CAP noted a paper on this topic.</p> <p>It was AGREED: To invite the following organisations to join the CAP as co-opted members (<i>Action by Catherine Thomson</i>):</p> <ul style="list-style-type: none"> • James Millidge, Chair of Safe38 • South-East Cornwall Tourism Association
7.	<p>Schedule of partnership meetings</p> <p>It was AGREED:</p> <p>(a) That the CAP's next meeting will be held in September 2023 – provisional date noted as the 5 September.</p> <p>(b) Further consideration be given to a suitable venue with a hybrid option.</p> <p>(c) Future meetings to be a combination of Face to Face (summer months) and virtual (winter months).</p> <p>(d) A schedule of future dates to be agreed in consultation with the CAP Chair and Vice-Chair.</p> <p>(<i>Action by Catherine Thomson/Lisa Grigg</i>)</p>

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8.	<p>Next steps</p> <p>The CAP noted that its next steps will include:</p> <ul style="list-style-type: none"> • A workshop on developing Community Priorities (next meeting) • Early engagement by Cornwall Council on the review of the Local Plan (Autumn 2023)
9.	<p>Urgent Business</p> <p>A38 Carkeel to Trerulefoot Safety Package</p> <p>It was AGREED:</p> <p>(a) To support the following motion proposed by Councillor Graeme Francis, seconded by Councillor Colin Martin:</p> <p><i>The Liskeard, Looe and Cornwall Gateway CAP, representing communities in South-East Cornwall, urges the Department of Transport to reconsider the decision to postpone funding for the A38 Carkeel to Trerulefoot Safety Package. The Liskeard, Looe and Cornwall Gateway CAP believes that funding needs to be found to implement these safety measures as soon as possible to reduce the level of fatalities and other accidents on this dangerous road.</i></p> <p>(b) To formally write to the Minister for Transport, MP for South East Cornwall and Cabinet Portfolio Holder for Transport (Action by Catherine Thomson)</p>

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**Liskeard and Looe / Cornwall Gateway Community Area Partnership
Attendance List¹: 6 June 2023**

Representatives	Record of Attendance
Cornwall Councillors	
Nick Craker (Liskeard Central)	Apologies for absence
Sharon Daw (Lynher)	Not present
Kate Ewert (Rame Peninsula & St Germans)	Present
Edwina Hannaford (Looe West, Pelynt, Lansallos & Lanteglos)	Present
Hilary Frank (Saltash Essa)	Present
Sheila Lennox-Boyd (Saltash Tamar)	Present
Colin Martin (Lostwithiel & Lanreath)	Present
Jane Pascoe (Liskeard South & Dobwalls)	Present
Phil Seeva (St Cleer & Menheniot)	Present (Apologies for lateness)
John Tivnan (Torpoint)	Present
Armand Toms (Looe East & Deviock)	Present
Martin Worth (Saltash Trematon & Landrake)	Present
Town & Parish Councils (<i>Town & Parish Councils are in the process of appointing their single named voting representatives to the CAPs; where these have been confirmed by the Clerk, these are shown below</i>)	
Antony Parish Council: Councillor Peter Bulmer (named representative) Apologies received from Councillor John Murray	Present
Botus Fleming Parish Council: Councillor Dave Edwards (named representative), Chris Cook (Parish Clerk)	Present
Deviock Parish Council: Councillor Mark Gibbons (named representative) Apologies received from Councillor John Croft	Present
Dobwalls Parish Council: Councillor Tracey Kitto	Present
Duloe Parish Council: Councillor Phil Hallworth (named representative)	Present
Landrake-with-St Erney Parish Council: Councillor Graeme Francis (named representative), Councillor Mervyn Gingell	Present
Landulph Parish Council: Councillor Claire Tagg. Apologies received from Councillor Libby Gawith (named representative)	Present
Lanreath Parish Council: Councillor David Heard (named representative)	Present
Lanteglos-by-Fowey Parish Council: Councillor Rob Rooney (named representative)	Present
Liskeard Town Council: Councillor Christina Whitty (named representative)	Present
Looe Town Council	Apologies for absence
Maker with Rame Parish Council	Not present
Menheniot Parish Council: Councillor Adrian Cole, Councillor Eve Easterbrook (named representatives), John Hesketh (Clerk)	Present
Millbrook Parish Council: Councillor Nicky Roberts. Apologies received from Councillor Sharon Lewis	Present
Morval Parish Council: Councillor Andrew Jackson (named representative)	Present
Pelynt Parish Council:	Not present
Polperro Community Council: Councillor Tony Giddy (named representative)	Present

¹ Attendance record based on register signed by representatives at meeting

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Quethiock Parish Council: Councillor John Blatchford (named representative)	Present
Saltash Town Council: Councillor Richard Bickford, Councillor Julia Peggs, Councillor Steve Miller	Present
Sheviocck Parish Council: Councillor Lizzie Jenkins	Present
St Cleer Parish Council:	Not present
St Germans Parish Council: Councillor Alan Hodge, Councillor Steve Barnes, Apologies received from Councillor Nigel Witton	Present
St John Parish Council: Councillor Roy Hoskin, Councillor Ben Crane (named representatives)	Present
St Keyne & Trewidland Parish Council: Councillor Kevin Shovelton (named representative), John Hesketh (Parish Clerk)	Present
St Martin-by-Looe Parish Council: Councillor Roberta Powley, Councillor Barbara Reynolds	Present
St Neot Parish Council: Councillor Thomas Thrussell (named representative)	Present
St Pinnock Parish Council:	Not present
Torpoint Town Council: Councillor Gary Davis (named representative)	Present
Warleggan Parish Meeting:	Not present
Representatives of other organisations present at this meeting	
Devon & Cornwall Police: Sector Inspector Dave Ratcliff	
Devon & Cornwall Police: PS Daniel Lewis	
Cornwall Council: Stephen Foster (Localism Team Manager)	
Cornwall Council: Simon Mould (Head of Resilient Communities)	
Cornwall Council: Tom Pearce (Graduate, Community Services)	
Cornwall Council: Will Glassup (Highways & Environment Manager)	
Community Area Partnership officer team	
Catherine Thomson (Community Link Officer, Cornwall Council)	Present
Lisa Grigg (Community Support Assistant, Cornwall Council)	Present
Louise Wood (Cornwall Council Leadership Team Representative / Service Director – Planning & Housing, Cornwall Council)	Apologies
Carol Maclellan (Cornwall Council Leadership Team Representative / Service Director – Regulatory Services, Cornwall Council)	Apologies