

# Torpoint Neighbourhood Plan Steering Group

## March Full Council Report

Your place,  
your plan  
**Torpoint**

### Group Objective *(to be agreed)*

To develop a Neighbourhood Development Plan for submission to Torpoint Town Council, through in depth consultations with the town community and associated stakeholders. Identifying future land use polices in accordance with priorities identified, from public consultation, in compliance with the Cornwall Local Plan and National Planning Policy

### Insights

180 local residents attended the three Community Meetings.  
No representation of the under 30 age group.  
24 volunteering forms and 148 communication questionnaire received at the first community meeting

### Achievements in month:

- 3500 booklets and letters printed and distributed to all households in Torpoint
- Website holding page and Facebook account launched
- Banners and posters advertising the community meeting designed, purchased and put up
- Presentation, volunteering and communication questionnaires designed and printed
- Introduction given to Torpoint Community College 6<sup>th</sup> Form
- First community meeting held.

### Plan for next month:

- Analyse communication questionnaire and publicise feedback
- Formalise Steering Group members and propose to Torpoint Town Council the Steering Group Governance
- Agree initial questionnaire, how to distribute and to whom.
- Publish and distribute questionnaire.
- Start to develop a Project Plan
- Develop Stakeholder Map
- Develop and agree a Communication and Engagement Strategy
- Write and submit additional grant funding application

### Milestones

Milestones	Planned Date	Status
Commence the Steering Group with volunteer Councillors	23/02/2015	
Agree & order letters and booklets	06/03/2015	
Draft community meeting presentation	04/03/2015	
Draft volunteering and communication questionnaires	04/03/2015	
Hand deliver household letters	09/03/2015	
Presentation to Community College 6 <sup>th</sup> Form	12/03/2015	
Finalise meeting presentation and questionnaires	13/03/2015	
Initial community meeting	14/03/2015	
Questionnaires Return Deadline (delete?)	20/03/2014	
Volunteer session & finalise Steering Group	25/03/2015	
Agree and print initial questionnaire	31/03/2015	
Distribute Questionnaire	13/04/2014	
Initial questionnaire deadline for return	May 2015	

### Risks / Assumptions / Issues / Dependencies

- Steering Group are currently unable to reach the under 30 age group
- Assistant Town Clerk has limited time to adequately support the process and continue the momentum of the plan
- Lack of funding once the initial grant is spent, until further grant application is made
- Key development opportunities could be progressed outside of the steering groups knowledge .
- Community focus could be on issues that are not in the remit of the Neighbourhood Plan.

# Torpoint Neighbourhood Plan

## Contact Us

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**Torpoint**



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