

Helston Place Shaping Board – Meeting 2

Draft Notes from Meeting of Wednesday 30th June 2021

Attendees:

Jenny Morris, Teresa Gleadowe, Martin Searle, Anthony Gilbert, John Warwick, John Martin, Mike Thomas, David Turnbull

Apologies:

Dave Potter, Maxine Hardy, Katharine Lewis, Guy Foreman, Melissa Benyon

Copy:

Pamela Lavelle, Malcolm Oliver, Jude Carroll

Notes and Actions

Ref	Note	Action
1.	Apologies confirmed as above and notes from previous meeting agreed.	
2.	<p>TVF Agreement – confirmed as fully approved allowing all projects to officially proceed.</p> <p>The following items within the Agreement are of note:-</p> <ul style="list-style-type: none"> We have 12 months from 18/06/2021 to implement the projects and commit the funding. There is a ‘Living Wage’ requirement within the Agreement so we will need to confirm that all suppliers conform to this as part of any order placed. Deliverables are noted for each project against which we will be measured – these are effectively the outcomes we proposed within our bid submission, therefore not unreasonable. We must follow Helston Town Council (HTC) procurement rules (as per our defined processes and Terms of Reference). £5,000 has been held back (but ringfenced for Helston) until we decide how to pursue the Hopper Bus project. The full amount of funding will be released to HTC within the next few weeks. 	
2.	<p>Cultural Quarter</p> <p>Surveys are booked for 15th July. Aiming to include a meeting with Alison Bunning (architect), HTC and project team members on the same day to confirm full scope of work.</p> <p>A ‘Community Toilet Scheme’ is under development (ie. funding existing shops, pubs etc. to provide toilet facilities for the general public) will assist in freeing up the lower ground floor of the Guildhall. Survey and drawings of the lower ground floor of the Guildhall are to be commissioned.</p> <p>Inclusion of the Penrose car park in the scheme was agreed to be a positive element of the project, however the process of devolution from Cornwall Council (CC) to HTC</p>	<p>Martin</p> <p>Martin</p>

	<p>is still to be developed. CC have indicated that this may need to be linked to other car park devolution projects in the area. HTC structural survey did not identify any major structural issues although was somewhat vague on potential risks. Benefits to the Cultural Quarter to be defined to assist in devolution decision.</p> <p>Next project team meeting to be arranged after 15th July.</p>	<p>Martin Martin</p>
3.	<p>Connectivity</p> <p>Reconnecting Helston's Railway – awaiting the outcome of the submitted bid</p> <p>Walking & Cycling – good progress with many of the potential walking and cycling routes being compiled into one document. Advice from CC is that we should develop a 'Local Cycling and Walking Infrastructure Plan' (Govt parlance) which will place Helston high in priority for capital funding (only Truro has such a plan in Cornwall at the moment).</p> <p>Once compiled our document will identify:-</p> <ul style="list-style-type: none"> • Potential cycle ways and shared (walking & cycling) routes within Helston. • Leisure cycling and 'green' commuter routes connecting Helston locally (inc. use of the old railway line north to connect to the Cornwall-Wide Cycle Network and potentially provide a coast-to-coast route). • Key footpaths around the Helston area. <p>This will require at least one further team meeting before a consultation process to help prioritise the routes – likely to be around 26 routes defined.</p> <p>Team is supported by Paul Simmons (Falmouth University and 'Walk It Cornwall') and is expanding to include Liz Swanson (Healthcare Professional and keen cyclist) and Mike Kearon (Luggage Transfers Ltd. based in Helston).</p> <p>Hopper Bus – see notes for Re-Imagining Helston's High Streets below</p>	<p>David T</p> <p>David T</p>
4.	<p>Developing Helston as a Community Hub</p> <p>Following an initial team meeting we now have a defined list of empty and under-utilised premises with many having had at least an initial assessment by members of the team. Each building has been allocated a 'lead' team member to monitor progress.</p> <p>Now that the TVF has been approved Malcolm Oliver is compiling ownership information via Land Registry for each property where this is not known and a follow up meeting to review the list has been arranged for 28th July. An updated list will be issued to the Place Shaping Board after this meeting.</p> <p>In the meantime, investigations relating to individual properties are being progressed.</p> <p>It was proposed that a list of local professionals willing to support the project is compiled (eg. surveyors, structural engineers etc.) to ensure that the next steps of assessment can be actioned quickly when needed.</p>	<p>David T</p> <p>John W & Anthony</p>
5.	<p>Re-imagining Helston's High Streets</p> <p>Current objective of the team is to define and document a well-documented proposal, along the lines of the Project Brief for the town centre, which can then be taken to public consultation.</p>	

	<p>Cornwall Council Transport officers (led by James Hatton) presented their feedback on our Project Brief proposal to the team 17th April – this included designs for (A) ‘one-way down Coinagehall Street’ (as per our Project Brief) and (B) ‘one-way down with an upward running bus lane for Coinagehall Street’. CC strong preference was for the bus lane option as, in their words ‘there is no other option for buses other than to run both ways through Coinagehall Street’.</p> <p>A joint meeting of the Re-Imagining High Streets and Hopper Bus teams unanimously rejected the CC preferred option (A), with option (B) being the preferred option. A written response was forwarded to CC – see copy of response attached. An important issue for the team is the number of large buses running through and parking in Coinagehall Street (194 minimum per day) which significantly detracts from the vision we have for our town centre.</p> <p>It is likely that the issue will need to be elevated within the CC structure.</p> <p>Feedback from CC via Maxine suggested that the team could ‘undertake some engagement with current bus users to understand their needs and how they may fit in with wider aspirations for the town’. It was agreed that this would be a useful next step and a meeting to agree the form and content will be arranged.</p> <p>Request to be submitted to CC for available data on Helston bus utilisation to support such a survey. Also, to ask if there is a format/template for surveying bus users (and potential bus users).</p> <p>It was agreed that we need another meeting between the Place Shaping Board (PSB) and senior CC officers (Phil Mason’s Directorate Leadership Team) to provide an update on Place Shaping progress and highlight key issues such as bus routes.</p> <p>Mike to circulate the latest CC officer organisation chart and discuss with Maxine the potential for a senior CC officer to attend Helston’s PSB.</p> <p>Parson’s Brinkerhoff study to be issued to PSB members – attached to these notes.</p> <p>It was also agreed that we should ask a recognised town planning architect to visit Helston and present to the next PSB about the process by which we should move forward with the project. Truro based Lavigne Lonsdale was suggested as they provided this service to the Penzance Town Deal Board.</p>	<p>David T</p> <p>David T</p> <p>Maxine</p> <p>Mike</p> <p>David</p>
5.	<p>Community Engagement Plan</p> <p>The requirement for the on-line community engagement software has been tendered with GoCollaborate being the preferred tenderer. It was agreed that the order should be placed and the project progressed.</p>	<p>Dave P</p>
6.	<p>Other Items</p> <p>A proposal to discuss the overall TVF award with Emma Ferguson of the Helston Packet was considered. Managed correctly this will enable the PSB to provide regular updates to the community, generate interest in the projects and hopefully engagement in consultations. It was agreed that David should approach Emma to discuss.</p> <p>A list of Capital Funding Opportunities has been issued to the PSB and will be maintained. Everyone to look out for potential new funding opportunities and e-mail David to add these to the list.</p> <p>John Martin to arrange date for presentation of the Place Shaping Plan to HTC.</p>	<p>David T</p> <p>All</p> <p>John M</p>

	<p>It was noted that we require 2 additional members, preferably from the business and community group areas. Everyone to consider suitable candidates.</p> <p>Martin to forward David's contact details to Ann-Marie Sefton to see if she is willing to support the PSB – possibly to cover secretary or manage funding opportunities listing.</p>	<p>All</p> <p>Martin</p>
<p>7.</p>	<p>Next Meeting</p> <p>It was agreed that the next meeting should be held on a Thursday evening commencing 6.00pm – date tba. Anthony to forward HTC meetings calendar to ensure no clash with HTC business.</p>	<p>Anthony David</p>
	<p>Attachments:</p> <p>Coinagehall Street Bus Proposal – 14th June 2021</p> <p>Updated Project Team Listing</p> <p>Parsons Brinkerhoff Traffic and Urban Realm Study 2015</p>	