

## Helston Place Shaping Board – Meeting 4

### Draft Notes from Meeting of Thursday 9<sup>th</sup> December 2021

#### Attendees:

Jenny Morris, Teresa Gleadowe, Martin Searle, John Warwick, Malcolm Oliver, Anthony Gilbert, Mike Thomas, Dave Potter, Guy Foreman, Samuel Ramsden, David Turnbull

#### Apologies:

Maxine Hardy, John Martin, Katharine Lewis, Jude Carroll, Gareth Looker

#### Copy:

Pamela Lavelle

#### Notes and Actions

Ref	Note	Action
1.	Apologies confirmed as above and notes from previous meeting agreed. All action items covered in the agenda.	
2.	<p><b>Programme and Communications Update:</b></p> <p>DP gave an update on progress with the GoCollaborate system which is now live and working, ready for use by the project teams. Access to the site is via the Discover Helston website Projects page (demonstrated in the meeting).</p> <p>It was agreed that each of the project teams need to compile the consultation questions and information they would like to add to the platform. GoCollaborate will comment/advise on structure and type of questions once project teams produce their proposals. Once agreed GoCollaborate will upload, monitor and report outcomes of these consultations. Noted that project teams also have their own budgets for face-to-face consultations.</p> <p>Currently the Cultural Quarter is 'live' on the site but with only a free text comments box at present. The Walking and Cycling in Helston project is also 'live' with a full set of consultation questions. Update on outcomes next meeting.</p> <p>The Place Shaping Board documents, minutes and project information are now also available on the Discover Helston 'Projects' webpage (demonstrated in the meeting). Project information will be updated regularly.</p> <p>It was agreed that it is important to communicate project progress more widely and DT confirmed that press article and social media are underway as follows:</p> <ul style="list-style-type: none"> <li>• Website/GoCollaborate – issued 6<sup>th</sup> December</li> <li>• Walking and Cycling in Helston – to be issued 13<sup>th</sup> December</li> <li>• Cultural Quarter – to be issued 20<sup>th</sup> December</li> </ul> <p>Other PR to follow (note: that the Helston Packet articles will be published on the Wednesday of the above weeks).</p> <p>It was agreed that a Communications Strategy needs to be compiled – JM to liaise with J Martin and issue an initial proposal for development.</p> <p>The compilation of the data from the various consultations and other direct communications was discussed and it was agreed to review this at our next meeting.</p>	<p>DP</p> <p>DT</p> <p>DT</p> <p>JM</p>

	<p>Separating the Projects section from the rest of the Discover Helston website to improve its profile and accessibility was discussed. It was agreed that this should be considered by the Discover Helston team at their meeting 11<sup>th</sup> January</p>	JM/DT/ DP
2.	<p><b>Cultural Quarter</b></p> <p>Initial designs have now been produced and focus group consultations commenced.</p> <p>The designs are now available for public input and the team will consider wider consultation at the next team meeting 16<sup>th</sup> December. Visit the Projects section of the Discover Helston website to view details.</p> <p>Pre-application Planning Submission for the project will be submitted before Christmas (see notes on PPA in Re-imagining Helston’s High Streets section below).</p> <p>Proposals to assess the lower ground floor of the Guildhall for inclusion in the project have been agreed by the Town Council. Building layouts for Fire Officer assessment are being drawn and it has been confirmed that the TVF monies will be able to cover Fire Officer assessment costs.</p> <p>Penrose car park and a public toilets scheme are moving forward. Penrose car park requires a formal proposal from Helston Town Council to Cornwall Council which MS is developing.</p> <p>Costs for clearance of growth from the retaining walls have been obtained – waiting for costing for clearance of the Museum – CAST bank. Apportionment of costs will then be discussed.</p> <p>Ownership/responsibility for retaining walls is still a key challenge - MS to continue to liaise with neighbours.</p> <p>Project programme will be issued after meeting of 16<sup>th</sup> December but currently on target to commit all TVF monies in line with Funding Agreement (by 18<sup>th</sup> June 2022)</p>	MS/DT           MS           MS           MS
3.	<p><b>Connectivity</b></p> <p><b>Reconnecting Helston’s Railway</b> – unsuccessful with our Restoring Your Railway £50K bid but project is still being pushed forwards by Derek Thomas</p> <p><b>Walking &amp; Cycling</b> – updated Shared Route (walking &amp; cycling) proposals are now out for consultation via GoCollaborate, press, social media plus meetings with key stakeholders have commenced.</p> <ul style="list-style-type: none"> <li>• MT suggested that the Rugby Club would be interested in adding a link across their field and the Community College should be included. DT to follow up.</li> <li>• c/f - KL suggested that as dedicated cycling routes are unable to reach through minor roads to primary school entrances (due to physical width restrictions), traffic restrictions should be considered. KL to liaise with schools to assess feasibility.</li> <li>• DT to liaise with Helston Heritage Railway to discuss old rail line proposals. Noted that Sustrans have been asked to quote for feasibility assessment but still no proposal received.</li> <li>• A trial Helston Walking webpage linking to the Outdoor Active route planner app is now live on the Discover Helston website and more walks will be added over the next 2 months. MO is pursuing the Walkers are Welcome membership – currently working through the paperwork with next stage being the need to obtain 600 signatures to satisfy the membership terms.</li> </ul>	DT           DT           KL           DT           MO

	<b>Hopper Bus</b> – see notes for Re-Imagining Helston’s High Streets below.	
4.	<p><b>Developing Helston as a Community Hub</b></p> <p>Presentation focused on the Helston Gateway project which is close to achieving formal agreement with Cornwall Council. A site meeting is planned for 15<sup>th</sup> December and it is hoped that legal agreement will be obtained before Christmas.</p> <p>Subject to the above a ‘focus group’ of organisations who have previously been involved will meet in January to develop an initial proposal which will then be taken to public consultation in February.</p> <p>Noted that project details are confidential pending formal legal agreement. Progress will be communicated to the Board by e-mail once available.</p> <p>Other buildings - c/f - the budget has been committed for Alison Bunning to develop sketch designs for linking the Godolphin Club into the Cultural Quarter project.</p>	DT DT TG
5.	<p><b>Re-imagining Helston’s High Streets</b></p> <p>Mei Loci have now been appointed as the architectural consultant for the project and an overview of their programme of work was presented (see attached). A successful ‘start-up’ workshop was held 29<sup>th</sup> October.</p> <p>Note that the programme will involve the project team in meetings during February with the objective of launching public consultation in late March. DT to propose dates with Mei Loci.</p> <p>Mei Loci have proposed that we enter into a Planning Performance Agreement with Cornwall Council. This ensures the allocation of a dedicated Planning Officer to cover all Place Shaping projects with Officer advice made available on request and enable more rapid assessment of any Pre-application submissions. It was proposed that one PPA could cover all Place Shaping project requirements at a value of £2,600. It was agreed that a PPA should be obtained at this value.</p> <p>Following much discussion within the project team around the issue of buses in Coinagehall Street, a meeting with Cornwall Council Transport Team including Vicky Fraser (CC Head of Transport Planning and Strategy) was held 15<sup>th</sup> November. DT provided a short overview of the meeting including proposals for short term (bus re-routing) measures and longer term (transport hub and hopper bus) proposals. Outcome was generally positive and we are now awaiting feedback from the CC team. MH to follow up.</p> <p>In addition, Stephen Horscroft has been contracted to conduct research into bus usage and on-street public feedback regarding buses in Coinagehall Street. Stephen has completed his work and will issue his report before Christmas.</p> <p>It was noted that traffic count information is now available from the on-street speed warning signs and this information has been issued to the team and Mei Loci. Further counts will be issued when available.</p>	DT DT MH DT
6.	<p><b>Other Items</b></p> <p><b>Financial Update</b> – a spreadsheet summarizing TVF financial status was presented (see copy attached). Approximately 60% of funds have been committed and plans for utilisation of the remaining funds are in place. There are currently no ‘spare’ funds available for transfer between teams.</p> <p><b>Continuity Planning</b> – the issue of managing the Place Shaping projects, especially once</p>	

	<p>the TVF period is complete, was discussed. It was agreed that:</p> <ul style="list-style-type: none"> <li>• Future project specific funding must cover the cost of project management</li> <li>• The need for project funding after June to be raised with CC's Place and Regeneration Team at the feedback meeting planned for 17<sup>th</sup> December (post meeting note: this meeting has now been postponed until the New Year due to CC Covid guidelines)</li> </ul>	DT
7.	<p><b>Future Meetings</b></p> <p>Next Place Shaping Board meeting – 10<sup>th</sup> March 2022 (no late February Thursdays available in Helston Town Council diary)</p> <p>Feedback Meeting with CC TVF (Regeneration) Team – TBA (postponed from 17<sup>th</sup> December 2022)</p> <p>Cultural Quarter – 16<sup>th</sup> December 11.00am (via Zoom)</p> <p>Community Hub – TBA end January pending outcome of CC legal agreement</p> <p>Re-imagining Helston High Streets – likely 2 meetings to be arranged for February</p> <p>Reconnecting Helston – TBA early February following Cycling &amp; Walking consultation</p>	DT
	<p><b>Attachments:</b></p> <p>Re-imagining Helston's High Streets programme</p> <p>TVF Financial Update</p>	