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**Project Team Meeting**

**4th April 2017**

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| **Present** | |  |
| James Staughton | | St Austell Brewery (Chair) |
| Jackie Swain | | CEG |
| John Hodkin | | IMERYS/ Eco-bos |
| Peter Moody | | St Austell Printing Company |
| Ian Chalmers | | Phillips Frith |
| John Kneller | | Market House/ St Austell BID |
| Mark Lewis | Chamber of Commerce | |
| Richard Pears | Chamber of Commerce | |
| Len Smith | Cornwall Council | |
| Helen Nicholson | St Austell and Mevagissey Community Link Officer, Cornwall Council | |
| David Chadwick | China Clay Community Link Officer, Cornwall Council | |
| Sarah Bunt | Website manager (for Agenda item 1) | |
| Kenton Dalziel | Website programmer (for Agenda item 1) | |
| Jenny Moore | Project Manager, St Blazey Roundhouse CIC (for Agenda item 10) | |

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| **Apologies** | | |
| Tom French | | Cornwall Council – St Austell Bay |
| Dave Halton | | Chamber of Commerce |
| James Mustoe | Steve Double MP | |
| Malcolm Brown | | St Austell Town Council |
| Dan James | Eden Project | |
| Doug Scrafton | Cornwall Council – Par/ St Blazey Gate | |
| Dick Cole | | LAG/ Cornwall Council – St Enoder |
| James Kittow | St Blazey Town Team | |
| Sally Foard | | Cornwall College |
| Tasha Davis | | St Blazey/Par/Fowey Community Link Officer, Cornwall Council |

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| 1. | **Welcome**  J Staughton welcomed those new to the meeting. |  |
| 2. | **Update on the SABEF website**  P Moody introduced the website team: Kenton is the programmer; Sarah manages the website content. There will be a sales person (commission based) recruited soon and the St Austell Brewery design team will be working on this as well soon. The concept of the website was presented at the last Chamber Crunchy Breakfast and there will be a soft launch in early May.  The first priority has been to make the website work. It currently lacks design features such as colours, pictures, logo etc. This will help make it a more community website. A survey was sent round and which was completed by 500 people which was a good response rate. This helped determine the subject categories which include:   * Community - this includes a section for each Cornwall councillor covering the whole SABEF area i.e. China clay / Fowey/ Gorran Haven and St Austell. The college and police could also have a section. * Discover and explore – this has visitor information including an events guide. Photos can be posted up to publish community events * Things to do – directory of clubs, walk routes * Founding members * Business section with 1000 businesses. Business entries are plain and there will options for businesses to have better advertising including their own page.   The website will be interactive and encourage people to post up information. It will link to Facebook.  How will content be controlled? There is a very strong language filter and S Bunt will control all content at first. Eventually there will be community moderators who can help with this. The aim is for content to be positive.  The scale of charges was queried – there was an early draft of this and it will be finalised by the end of April.  Photos will also be added – St Austell Camera Club have been asked to be involved but haven’t provided a photos yet. Other sources of photos will be needed.  The aim is for the website to be positive, exciting and happy with new features which will be added as it develops e.g. travel timetables.  H Nicholson asked if SABEF could have a page? This can be included and so could Whitegold. S Bunt to liaise with H Nicholson. | SB/HN |
| 3. | **Notes of meeting 29 November 2016**  These were agreed as an accurate record.  J Staughton reported that the Cornwall wide Great Place application was not successful. D James had previously reported that there was no outcome yet for the Eden Geothermal project and as a result, J Staughton had written to Steve Double MP asking for an update. This has been referred to the Minister. L Smith reported that it was likely to be put to the next ITI board but previously there wasn’t enough money to afford both bids. Len S agreed to report back. | LS |
| 4. | **Chairman’s announcements**  J Staughton reported that the St Blazey representative was Chair of St Blazey Town Team – this is now James Kittow, not Fred Jackson. However, they are having an election this month and the SABEF member will be confirmed after this.  Correspondence – Letters have been sent in support of the Market House HLF funding application, West Carclaze planning application, A30 Link funding application. These went to LEP, planning officers and portfolio holders, CEO of Cornwall Council.  Len Smith is invited to come to the meeting as a result of a meeting with John Betty, Cornwall Council. John Betty has been confirmed in post as Strategic Director for Economic Growth and Development. The meeting followed the development of the business plan by Anne Chapman and included the need for a Programme Manager. St Austell was put forward as a pilot for Cornwall. John Betty agreed to look into findng some funding. Although Len Smith was due to retire, he has agreed to stay until Sept and support Bodmin, St Austell and towns in East Cornwall. John Betty has experience working with Thinking Place and there is a proposal for a place-based marketing approach for the promotion of St Austell Bay. The company is a specialist in this form of marketing which works with communities and businesses in a local area. This helps develop branding of the area. SABEF may need to develop the proposal into bits of work which could be funded separately. The idea is that this could be replicated for other towns in Cornwall. J Staughton, P Moody and L Smith are meeting on 9th April to discuss further. | JS/ PM/ LS |
| 5. | **Finance report**  I Chalmers circulated a finance report which is interim as the year end is June. A dormant report had been filed for the first year of the CIC.  H Nicholson clarified that funding from Cornwall Council was in fact from other organisations; Cornwall Council had been holding funds for the CIC until the bank account was operational. The income is:   * £10,000 from the Coastal Community Team/ DCLG * £2,146.40 and £2,500 for the St Austell Bay Investment Plan were from Par Bay BIG Local and St Austell Town Council.   H Nicholson had submitted a funding application for Whitegold 2017 from St Austell Town Council of £2500. This was successful and J Staughton has received an offer letter with conditions. These were agreed and it was agreed to accept the offer. D Chadwick reported that an application has also been made to FEAST. A Stage 2 application has now been invited. A funding bid has also been submitted to St Austell BID for £2500. The outcome is due this evening.  P Moody asked for an update on the Halls for Cornwall application from St Austell Arts Theatre. R Pears confirmed that this wasn’t successful due to provision elsewhere in St Austell. Discussion highlighted that there was no short term provision - Keay Theatre has no changing rooms, touring groups can’t get access, the cost is expensive (£1200 per night) and the Keay Theatre has no website. It isn’t a community venue despite promises otherwise. P Moody is meeting St Austell College to raise this. The Market House plans include a small performance venue but they were discouraged from proposing a larger theatre as part of the redevelopment due to on-going costs. | PM |
| 6. | **Coastal Communities Team report**  The report sent to DCLG was circulated. H Nicholson drafted using the business plan developed by Anne Chapman. H Nicholson commented that communication with the public is weak but the website provided a solution to this. |  |
| 7. | **A30 link**  J Staughton lobbied hard on this on behalf of SABEF. CC and LEP have approved the application and it has now been sent to government. Steve Double MP will to be contacted about the need for any additional lobbying. J Staughton attended the Cabinet meeting and wrote to all cabinet members. Julian German, Economic Portfolio holder abstained from the vote and the Local Transport Board had not approved the proposal. Lobbying clarified that funding for this A30 link comes from the Major Roads Programme which is a national funding programme and doesn’t affect other funding to LEP in Cornwall. This application is based on economic growth – future growth is difficult to quantify in the application process. The DfT panel meets on 24 May. Work is ongoing while the bid is being agreed and the route has been safeguarded. A second newsletter for residents is being sent out soon. | JS |
| 8. | **West Carclaze planning application**  J Hodkin reported that St Austell TC voted to support the application last week which was followed by support from the Cornwall Council strategic planning committee with a majority vote. SABEF support made a difference and P Moody attended the meeting. It was noted that D Cole objected to the letter of support and Malcolm Brown had a conflict of interest so didn’t vote. The remainder of SABEF members were in favour.  The next steps are to complete the Section 106 and planning conditions. This is followed by Reserve Matters and the outcome of the school application to central government is awaited. It is hoped to be on site next year. Par Docks is still on hold until West Carclaze is further forward but Samil Sawiris is committed to that. |  |
| 9. | **Project Clay Town**  A Murdin is writing the Community Economic Development Plan and also leading on Whitegold 2017. This event will be on 30 Sept/ 1 Oct and has an £56k budget with Arts Council application matching FEAST, BID and St Austell Town Council.  Large planters in the town centre have been sponsored by Heligan, Caerhays, White River, Pinetum, Trewithen, St Austell Brewery. There will be a meeting of gardens to outline the vision and get their support for developing the town. It is hoped that Jane Knight will support this with design drawings.  Community Economic Development Plan – D Chadwick reported that there is a need to have a draft of the plan by the end of April and final draft by the end of May. Two consultation events have been held in China Clay and St Blazey. Another event / consultation with Cornwall College with young people is planned. |  |
| 10. | **St Blazey Roundhouse**  J Moore distributed a leaflet and drone photos of the site. The building is in the centre of the town but not in a good state repair. The Roundhouse is the sole surviving semi-circular roundhouse with a working turntable in the country. Rails still go into the sheds. At the end of 2014, the Roundhouse was assessed for the Heritage at Risk register. A social enterprise was formed to save the building and bring it into community ownership – directors include Roy Taylor, Doug Scrafton, David Hughes, J Moore and two others, one with engineering background, the other with a business background. The bid to Coastal Revival Fund was successful and is now being used as an exemplar application by Historic England. The funding has been used for reviewing the feasibility of delivering the vision of:   * The Roundhouse and turntable restored, building on the heritage of St Blazey * Utilising a heritage asset to equip the community to prosper * A facility providing engineering and technical education * A centre of learning and apprenticeships * A high class tourist offer to sit alongside other local attractions * A thriving centre for St Blazey, with the community at its core.     A condition survey has been undertaken by Savills and repairs total £1.7 million over 10 years. The windows are a key feature and repairs would cost £250,000 on their own. The Roundhouse is owned privately and the owner is not co-operating. The turntable is owned by DB Cargo who are supportive. The current owner bought it for £1.25 million in 2000 and it is currently rented out for light industrial units. The aim is to keep these businesses as an income stream. The social enterprise is planning an application to HLF Heritage Enterprise if ownership can be resolved. There is a private investor interested in the turntable in particular. It may be possible to have a project which is based on the turntable on its own and a few buildings next door which are owned by DB Cargo.    The next step is to develop a business plan and HLF are being approached for support. Primarily, if the Roundhouse and turntable are acquired they must be sustainable businesses. Enforcement action could be taken by CC/ Historic England but this needs to be timed appropriately. .It was agreed to provide letters of support when appropriate. J Hodkin offered to help with communication to DB Schenker/Cargo if needed. |  |
| 11. | **Any Other Business**  J Kneller gave the following reports:   * BID update – St Austell BID is due for relection in March 2018. Mel Richardson has been taken on to support this. The BID re-election ballot is planned before Christmas in 2017 and a programme of events to consult levy payers is being planned. A challenge is that, as a result of the business rates re-evaluation, the annual budget is likely to be £20k less. 2% is the norm and this is likely to be the level. The geographical area can be increased but a BID for a much wider area has been discounted. * Town Heritage initiative – second phase application will be submitted in June. * Market House HLF bid submitted on 15 March with a result in June. CC very supportive and have committed £150k for development phase. The main bid would be for £8 million from Heritage Enterprise. |  |
| 12. | **Dates of the next meetings:**  All 9-11 a.m., provisionally at St Austell Brewery conference centre, although venues may change:  Tue 20th June  Tue 5th September  Tue 7th November |  |

