MINUTES

Date:	23rd April 2024
Time:	12:30 – 15:30
Location:	NCH Grenville Room / Microsoft Teams
Chair:	Victoria Burton-Davy
Vice Chair:	Carol Wilson
Attendance:	Members: Chair, Cllr John Fitter, Steve Church, Shelley Barratt, Bill Makin, Steve Wilson, David Cooper, Phil Allen, Tanya Bicknell Officers and others: Jane Tomlinson, Donald Martin

Apologies: Cllr Jenny Cruse, Carol Wilson, Martin Howlett, Nick Jeans, Jim Flashman, Mike Beckett

1. Welcome and objectives of the meeting (Chair)

2. Minutes of meeting 17.01.2024

a. To approve minutes

- Steve Church wanted it noted that he was not present at the last CLAF meeting as noted on the minutes.
- Minutes approved and signed by Chair.

b. Matters arising (if not to be otherwise dealt with) - None

3. Changes to membership/appointment of new members (4 vacancies)

- 2 new members, David Cooper and Jeremy Elvins

4. Welcome to New Members and Introductions

Jeremy Elvins - Previously from the Midlands. Has been with Imerys for 8 months.

David Cooper - Moved to Cornwall 3 years ago.

5. Updates:

Jane Tomlinson (Cornwall Council)

- Restructure now complete. Immediate priorities for new management team are to streamline PPO processes, initiate CAMS and set performance indicators for the team.
- Moratorium still in place until 31 March 2025 to enable us to move things forward. Hoping to lift before this date.
- We are also working, with CORMAC, on a priority matrix to allow us to make the best use of our resources. The matrix considers usage levels, public benefit, complaint levels, deterioration potential and the cost/time needed to resolve as part of the process. This will be referred to in the enforcement policy as well as feeding directly into the investigations toolkit that is used by CORMAC.
- In 2023/24 we dealt with:
  - 7 step 1 complaints
  - 4 step 2
  - 1 case referred to the LGSCO
  - 6 Councillor/MP enquiries
  - 1 which required a follow up and
  - Follow ups to 3 complaints and 1 comment

Donald Martin (Cormac)

- Gave update in terms of revenue and capital position as well as key projects.
- Discussed the budget and capital programme. They maintained the current budget into this financial year with an increase in line with inflation. They identified a series of projects with Cornwall Council offices that are awaiting final approval and sign off.
- Discussed the partnership arrangements at the local level and highlighted positive examples. They took feedback on where they can potentially do more.

6. Forum communications provision

- CLAF website nearly ready to go live. Webpage was shared on screen so all could have a look at what it looks like. The URL was also shared separately so that members could scroll through and go through menus and see whether there would be anything to add or remove.
- Cornwall Council to pay for web domain name, but CLAF will be responsible for updating the webpage.
  ACTION: TB to forward previous agendas and minutes to be added to new webpage.
  ACTION: VBD Jane Tomlinson's email address to be taken of the webpage.

7. Working Groups Feedback –

NB. Reports to be circulated prior to the meeting as this section will be for questions only.

a. **Review appointments to working groups.**

b. **Questions on circulated reports:**

i. **Coastal Access WG (Steve Church)** - No update. Last update was that hadn't met since Oct 23? SW to get together with CAWG re accessibility issues. Paul Rabbath to take over from Steve Church.

ii. **Consultation Response WG (LTP review) (Chair)** - No update

iii. **Moorland and open access WG (Martin Howlett)** - No update

iv. **Parish Council Liaison & LMP WG (Phil Allen)** - No written update - verbal update given

v. **Multi-use trails WG. Current projects:**

1. **A30 Carland Cross to Chiverton road improvement (Carol Wilson)**
2. **Saints Trails** - No update
3. **A30 St Austell link** - Work is behind due to bad weather. Plans for better signage throughout the clay trails, was discussed as they are currently very poorly marked. The project covers permissive trails and involves multiple groups, there is frustration with the lack of response from local representatives.
4. **Camelford Bypass** - No update
5. **Mid Cornwall Metro – WG update** - A discussion was had about inviting Cornwall Metro to the forum to discuss rolling stock and smaller schemes for linkages to Penryn and Falmouth. It was suggested that a letter be drafted to show support and facilitate the process.

vi. **Rights of way and definitive map WG** - DMMO Priority has gone live.

vii. **Accessibility WG (Steve Wilson)** – Notes were shared prior to the meeting regarding disabled access to public rights of way (PROWs).

viii. **Health & Wellbeing WG** - No update

ix. **Carclaze Garden Village T&FG** - No Update

x. **Countryside Access Strategy & RoWIP T&FG –** No update

8. Correspondence to the Forum

- A couple of application forms to join the CLAF have been received.

9. AOB

10. Date of Next Meeting

- **23rd July 2024, 12.30 – 15.30, Grenville Room/Microsoft Teams**

All papers to be forwarded to Tanya no later than 17th July, 2024. Confirmed Agenda and papers will be forwarded as a pack to all members on Friday 19th July, 2024. If it appears that you have not received the Agenda on this date, please check your SPAM folder.

Signed: Chair of Meeting_____ **22/10/2024**