AGM - meeting notes

Date: Tuesday 14 September 2021

Time: 2.00 - 4pm

Venue: Virtual Meeting

Present: Steve Wilson, Nick Jeans, Phil Allen, Greg Cross, Victoria Burton-Davey, Jo Ley, Matt Luke (not official), Esther Kieboom

Apologies: Steve Church, Martin Howlett, Jacqueline Merrick,Shelley Barratt, Gerry Brain

Actions & next steps:

NJ & RA to agree date and agenda for next (face-to-face) meeting. NJ will take the Chair for this first meeting. Future Chair and vice Chair to be decided.

RA; invite Councillors to the forum.

RA/All: Continue recruitment of new members (on-going)

RA; invite Transport representatives to the Forum, so CCAF can build better links, invite representative(s) Community Link Project

PA/VBD; work on design of communication to Parish Councils

EK: contact Carol Wilson & circulate Annual Report (done)

1. Welcome and Objectives of the meeting

Welcome new members Victoria Burton-Davey and Shelley Barratt

EK: Sarah Goodall Retired – previously supported the administration of CCAF, support has been moved to the Environment Services Team.

Potential risk: makes CCAF dependent on Environmental Services. Will it endanger the independence of CCAF, as CCAF is 'critical friend' to this department?

Potential opportunity: to force closer links and reduce bureaucracy. Overall seen as a positive.

2. **Annual Report 2020/2021 (Chair)**

- The Chair provide a short summary. Full 2-page Annual report is attached separately.

3. New ways of working (Chair)

EK – explore ways to rationalise approach into a fewer number of working groups to give greater direction. CCAF members had a chance to comment on current issues and way forward:

- NJ – Made no progress with any of the projects associated with. Communication not working, concerned that being ignored. Acutely frustrating and forum is not functioning as intended. Considered an issue due to lack of leadership. Whilst projects are going ahead – little consultation with CCAF working group. Not satisfactory to use COVID as an excuse.
- RA – COVID results in poorer cross fertilisation with wider council services as a result of home-working. RA has spoken with Transportation Services who will include CCAF within wider consultation plan.
- PA – Very much involved across Truro area/Loops and Town Deal etc. Lack of overall scrutiny of wider / holistic approach. All elements moving forward positively, however with limited oversight. Various communications though still lack of clarity of who would be leading. Simon Murray has since left from a Cycling perspective (Sustrans). Hoped CCAF would be included. Linkages are fluid and need strengthening, especially with Env / Highways relationships which share trails responsibility. Mining Trails – requires overriding strategy – not consistent i.e. between Camel Trail and Mining Trails.
  LMP group – not achieved as much as had intended. Unable to promote as well as originally forecast – Require some administrative support from CC due to limitations in CCAF officer knowledge.
  Greater emphasis needs to be placed on accessibility across Countryside
- RA – Reviewing ROWIP and transportation strategy – recommended that both should be updated at CCAF meeting. Suggestion that should also be a CLO (Community Link Officer) attached to CCAF.
- NJ – Issue with personalities – who knows who. Need to meet face to face.
- JL – Timing of meetings also needs to be considered – afternoon meetings are not best timing and needs to be more accessible. Administration support is essential.
- JL- report on DMMO – nothing further to report as policy still in development.
- RA – no view on timing of meeting and happy to adjust and open to ideas. In process of appointing an officer – full time to review ROWIP and CCAF support who will also link back to transport team.
- SW – Difficulties over contact. Working with Env Service, whilst progressing well no improvements made on the ground.
- EK – summarised suggesting a target number of working groups
    - LMP Important
    - Trails and consistent Management to include reference to transport
    - Accessibility working group – to include awareness creation across both policy and
    - Consultation – wide ranging from specific projects to wider planning

NK – concern if reduce the number of groups – cut down opportunity for members to get involved. Small number of members take an active involvement. Concerned that smaller number of groups could place greater workload on more active members. No administration support resulted in no minutes which has made progress difficult.

EK - acknowledged difficulties – smaller number of targeted groups would bolster resource and ensure experienced members would work with less experienced and spread workload more evenly

4. Recruitment & roles (update from Mike Eastwood by Rob Andrew)

- Recruitment is ongoing
- Previously an overly formalised process, now far more open. 3 short in landowners grouping. RA requested support from wider CCAF group to promote. Approach for elected members is more problematic though working through. Legislation requires that CC undertake interviews. Overall, there is a good level of appointments.

5. Working groups (All)

Not much to report – see comments under point 2.

6. AGM / Appointment of Chair and Vice Chair for 2021-22

- EK – If not able to appoint will need to rotate chair
    - Key points and actions from Meeting Notes
    - Unlikely to secure support from Democratic Services
    - Galvanise around 3 working groups
- PA – need formal meeting "in person" to move forward. Focus effort in to meeting in person at CC offices. Require a chairman at the meeting (he himself cant commit) happy to promote a rotating chair.
- RA – Agrees a group such as this doesn't operate well on-line, further considerations of timing required. Happy to explore. Though require to set up Chair for next meeting. Recommend that push back date of next meeting to when new ROWIP appointment in place
- NJ – Supports PA – suggests EK to chair or offered to Chair next meeting.
- ML – currently uncertain over future role whether will remain as representative. He could apply as a member of the public.
- SW – Involved with CPIR strategy – didn't appear to be aware of legislation associated with mobility. Concerns over cycle path development. Brought it to commission of that group though felt needs to be escalated. EK – will follow up to confirm appropriate contact (*done*).
- SW requested support for joining via TEAMS, concerns over face to face meeting and need to make allowances for those who are shielding. RA to investigate and confirm. DM confirmed working group developing well on practical improvements though did not reflect

the more strategic ambitions. DM welcomed any extension of the working group to Rolling Ramblers.

- PA - Emphasis on accessibility, Wellbeing – never been a better opportunity for CCAF. Thanked EK for all efforts as chair.
- VBD – source a representative from the Health Service to attend CCAF. EK to approach previous attendees to confirm potential representatives.
- VBD – offered support for visual interpretation
- RA – suggested need for "Guest Spot" for specific items – this was welcomed

7. Date of meeting - Tuesday 23 November 2021 (but preferrable earlier)

- Face to face meeting (consider alternative times)
- Agree working groups
- Appoint Chair
- Need allowances for virtual attendees