

Welcome and many thanks for joining us tonight at the Sennen Neighbourhood Development Plan Steering Group meeting.

I am Kate Hann and I am vice chair of Sennen Parish Council and also a new member of the NDP Steering Group.

On behalf of the Parish Council, I will be chairing the meeting this evening until such time as we elect the NDP SG Chair, Vice Chair and Secretary.

Setting up a NDP is a mammoth task and, as you are aware, the NDP SG has already dedicated a huge amount of time and effort to this process. I would like to thank Michelle Brown and the previous members of this group for facilitating the significant progress made to date.

What is neighbourhood planning?

The formal definition of neighbourhood planning on the Government website states that:

Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.

They are able to choose where they want new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and grant planning permission for the new buildings they want to see go ahead.

Neighbourhood planning provides a powerful set of tools for local people to plan for the types of development to meet their community's needs and where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.

The members of this steering group are instrumental in this process and the NDP Terms of Reference set out how the steering group can support the local community and the Parish Council in achieving this goal.

The essential Chairperson responsibilities can be boiled down to the following:

- Providing leadership to the steering group
- Ensuring proper information for the members
- Planning and conducting meetings effectively
- Engaging all members in the group's work
- Ensuring the group remains focused on its key tasks and responsibilities
- Getting all members on board in the process of achieving the implementation of a Neighbourhood Development Plan

The vice-chair's role is to:

- Develop a close working relationship with the chair
- Support the chair in making sure the group functions effectively
- Take on responsibilities delegated by the chair

The key duties of the Group Secretary:

- Act as Secretary to the Group, taking minutes at meetings and accurately recording decisions made
- Work closely with and support the Group Chair
- Provide sound administration in respect of the obligations of the Group, including the meeting of submission deadlines