

## **PL24 Community Association (PL24CA) Minutes Committee Meeting held on 20.06.22. via video**

**Present:** June Anderson (JA), Judy Brereton (JB), Ryan Chamberlain (RC), Jenny Moore (JM), Tony Pickup (TP), Dawn Surl (DS), Alison White (AW)

**PL24CA Member:** Karen Trace (KT)

**Apologies:** Sandra Butler, Philip Norgan

Committee Meeting Minutes are first agreed and approved by email and then uploaded onto the PL24 Community Association website.

<b>Item</b>	<b>Discussion notes</b>	<b>Who? Action? By when?</b>
1.	<b>Minutes from last meeting held on 11.04.22 had already been approved by email.</b> Karen Trace was welcomed to the meeting.	
2.	<b>Matters Arising and Information Update</b> The paper previously circulated to all members is available at the end of this document.	
3.	<b>Treasurer Report DS</b> <b>Summary of finances as of: 20.06.22.</b> The balance at Bank is: £7542.86 Income = Magazine advertising Expenditure = Printing costs, Insurance & postage plus a donation to the Time & Tide Bell:  The committee agreed at a previous meeting to donate £500.00 (five hundred pounds) to the Time and Tide Bell Project. It was noted that this is a one-off donation and made purely on the basis that PL24 Community Association has been happy to support the project from the start, as far as our limited volunteer capacity has allowed, in terms of publicising the Time and Tide Bell Project via Facebook and PL24 Magazine. As a minor partner in the project, therefore, the committee agreed that under the terms of our Finance Policy, we could and would make this donation as the Time and Tide Bell project is exceptional.  I have today handed over all the necessary requirements for Tony Pickup to take over as Treasurer & would like to thank him for agreeing to take over... & to wish him luck. I would also like to thank AW for the support she has given me during my time as Treasurer. RC and the rest of the committee thanked DS for all she has done in this role over the last 18 months.	
4.	<b>Armillary Sphere RC</b> As previously agreed, RC has launched a survey to gauge the community's opinion as to how to proceed with the sphere, given the need for renovation works in the relatively near future. The survey is online on the PL24 Community Association website at: <a href="https://pl24community.org/">https://pl24community.org/</a> Paper copies were given out at the Jubilee Big Lunch at Cornubia and are available at the Par Track pop-in sessions (see Events item) or from <a href="mailto:pl24community@gmail.com">pl24community@gmail.com</a> There have been about 40 respondents so far and on the whole comments are positive.	<b>RC Continue discussion re: Sphere on-going</b>

	<p>About half a dozen of the respondents have offered to help fix the sphere and/or are willing to fundraise. The sphere is now in official ownership of Par track so once the PL24 Community Association survey closes, RC will work with them to assemble a team of volunteers and decide the sphere's repair schedule.</p> <p>The survey closes on 10<sup>th</sup> July, so hopefully we can get more feedback and more volunteers in the meantime.</p>	
5.	<p><b>PL24 Magazine Team Report</b></p> <p>AW gave the report on behalf of John Elkington (JE) who is the Business and Advertising contact for the magazine; and records and monitors the income and expenditure. JE reports that advertising income is up on what came in last June and we have more than covered the printing costs. However, printing and paper costs are rising. So far, we have managed to absorb the increase. But in future, we'll check printing costs before deciding on the final number of pages and the number of copies to order. Summer of Fun Diary - 6 pages. It took a lot of time to compile but it will be useful for local people and visitors. In future, it will run in Summer only and we will limit the number of words.</p> <p>Distribution is going well, with a new stand at Par Market. If we see stocks aren't moving at outlets, we'll pick some up and take them into busier places. We also reduce the numbers on the distribution spreadsheet to minimise leftovers in future. We are especially grateful to those volunteers distributing magazines who have taken the time to go back and check stocks in shops, cafes, etc. and then let AW know where they think the number of copies should be reduced.</p> <p>RC thanked JE and AW for their input on the magazine. TP asked about the proofreading going forwards. Although some extra proofreaders had volunteered their services, various glitches meant that TP ended up as the only proofreader for the individual articles as they came in. Thank you, Tony, for a valiant effort! Fortunately, 2 of the volunteers did become available for the final revision of the whole magazine along with TP, JE and AW but it was a bit of a rush. AW said that 3 of the new volunteers have confirmed that they will be available for the Autumn edition. DS said that she would be available again too, as is TP for the first read-through.</p> <p>JM reported that someone from St Austell who came along to a Tywardreath event had told her that she had seen the event advertised in the Summer of Fun Diary in the magazine. Members wondered whether the comment came from someone who had picked a copy up from the new stand at Cornish Market World. KT commented on how interesting the magazine was and other committee members relayed positive comments from both readers and stockists. It was agreed that RC, as lead for the Media Group, would convene a meeting as soon as practicable for anyone interested in contributing to a discussion on how to develop the magazine further.</p>	RC to arrange a Media Group meeting before Sept
6.	<p><b>Tree Planting</b></p> <p><b>The Queen's Canopy</b> RC reported that he has not progressed this idea any further. It is becoming clear that there are a lot of administrative hurdles to tree planting on publicly owned land.</p> <p><b>Tree at Hamley's Corner</b></p> <p>AW has been liaising with Rebecca Dickson at Cormac Cornwall Volunteer Scheme about the possibility of planting a tree permanently at</p>	AW

	<p>Hamley's Cornwall. PL24CA (and maybe other community groups/residents too) could decorate the tree for Xmas and other celebrations. Cornwall Council owns the land. It is likely that agreement from them will be forthcoming, as there are no underground services at the site and the Cornwall Council forester has given advice on the best tree species to plant. It will probably be a juniper. AW agreed to complete the necessary formalities which includes gaining approval both from TPPC and Cllr Andy Virr ,and provided this is forthcoming, AW will submit the application. DS said that she had found a site with information on how parishes can obtain a Landmark Tree from the council. AW will investigate. Both DS and RC offered to put the tree in place.</p>	<b>Tree application ongoing</b>
7.	<p><b>Events</b>  RC said that he believed that the Armillary Sphere survey might be a model for attracting volunteers to help with various events such as volunteering to be a Spruce-up Lead for a one-off event. AW agreed that this was a possible way to go but also pointed out that anyone coming forward to lead on an event should be made aware that <b>it is the Lead's responsibility to drive the process</b> i.e. check that everything is completed and sent on as appropriate e.g. Risk Assessment, liaison with Facebook admins for Facebook posts etc. In most cases e.g. litter picks and spruce-ups, the admin is minimal as the Risk Assessments have been set up to require the minimum on a tick box basis, so it is not a question of "starting from scratch". But there is still a fair bit of organisation to do before the day which is detailed in a guide. All events are very much team efforts with a Lead (who has overall responsibility), a Deputy and a named admin person whose main role is support e.g. filing the various documents for insurance purposes and mailing out information to volunteers. AW prints off and laminates all documents as necessary.</p> <p><b>Litter Picks</b>  All agreed that John Page (JP) has been doing an excellent job as volunteer Lead for Litter Picks for nearly a year now. JP liaises with Clean Cornwall and drives the process, with assistance from RC on the day with all the practical elements, and from Sandra Butler (SB) who takes care of all the admin side. SB also attends litter picks on occasion. It is a really good example of volunteers working as a team. RC reported that the recent June Litter Pick attracted 7 volunteers, 2 of whom were new. RC added that the next Litter Pick is at Spit Beach on Sunday 17<sup>th</sup> July between 10.00 am and 12 noon. Although the beach itself is normally relatively clean, the path and areas round the car park and the local area usually do need to be cleared.</p> <p><b>Spruce-ups</b>  Caroline Wildish has led on 2 spruce-ups at Tywardreath Butter Market and there is a third one planned for Polmear Community Orchard on 25<sup>th</sup> June between 10.00 am and 12 noon. RC will be the deputy for this spruce-up and JB is the admin support and will also be receiving the keys and tools trailer at the orchard on Friday.</p> <p><b>Pop in and say "Hi" at Par Track cafe</b>  AW has arranged with Par Track to be in the café on the dates below, so people can discuss their views on the sphere as well as anything else PL24CA related. Wed 22 June 10.30 am -11.30 am; Fri 1<sup>st</sup> July 10.30 am to 11.30 am; Sat 9 July 2.00 to 3.00 pm.</p>	

	<p><b>Other events</b> Given how much PL24CA volunteers and members of the committee are doing at the moment, it was decided to have a pause in terms of setting up new activities or events for the moment.</p>	
8.	<p><b>A.O.B.</b> JM made committee members aware of a new initiative “Monumental Improvement” <a href="https://www.cornwall-aonb.gov.uk/monumental-improvement">https://www.cornwall-aonb.gov.uk/monumental-improvement</a> It is early days but Castle Dore might be included and JM asked whether PL24 Community Association would be interested in being involved in any way. RC said that we could certainly publicise anything related to the project via Facebook and elsewhere. JA suggested a magazine article on the project and AW confirmed that the next two deadlines for magazine contributions were: 14<sup>th</sup> August for the Autumn edition and 14<sup>th</sup> November for the Winter edition.</p>	

**Date of next Committee Meeting open to members:**

**Monday 12<sup>th</sup> September 2022 at 6.30 pm**

**Location:** by Zoom details tbc

**Matters Arising and Information Update** (as previously circulated to all members)

**Accessibility for All Par Station**

As soon as PL24CA heard about a joint GWR/Network Rail to improve platform accessibility at Par Station, we acted swiftly. GWR was looking for community support for the bid, so PL24CA volunteers drew on our media resources to let everyone know how they could submit their views as individuals. PL24CA posted information on the Facebook page and shared it to other local groups. We sent emails to all PL24CA members and volunteers, and also contacted various individuals direct e.g., the Mayor of Newquay who then lent his support too. PL24CA sent in a detailed letter of evidence to GWR as to why the PL24 community needs and would benefit from the access for all proposals. In addition, we pointed out that access to all improvements would likely result in an increase in rail passenger use at Par Station, which is currently inaccessible to those unable to use the footbridge. Jane Jones, GWR, responded to the letter from PL24CA saying:

“This is great, thank you Ryan, we have been given a bit more time for the bid, and this will definitely be included in our pack to the Department for Transport.”

Members are asked to let us know if they hear of any schemes which might improve the quality of life for all in PL24. Where appropriate, PL24CA will lend its support and/or bid for external funding whenever volunteer capacity allows. We will update members on the outcome of the Accessibility Bid as soon as we have news.

**Inclusion and accessibility**

To foster inclusivity is one of the main aims of PL24CA. To this end, AW is researching opportunities to bid for external funding e.g., for benches in PL24, especially in areas where there aren’t that many at the moment. More benches will encourage people to walk locally, safe in the knowledge that there is somewhere to rest along the way. Benches are good both for small children and for those who face mobility challenges. Benches also offer opportunities for the type of social chit-chat which can help combat loneliness.

PL24CA has continued to advertise for anyone willing to be part of a small group discussing diversity and inclusion matters. Please do get in touch if you are interested. There would be no regular commitment and it is just an opportunity to listen to the opinions of others, give your own, and discuss how PL24CA might become more inclusive and improve the quality of life for all in PL24. The likelihood is that we would meet over Zoom but we can look at alternative ways of meeting if that suits you better. It may be that you would prefer to give your views outside of a group, that is fine too. If you are interested, just get in touch with Alison at [pl24community@gmail.com](mailto:pl24community@gmail.com) or talk to the volunteers on our stand at a community event and Alison will phone you.

### **Committee membership**

Two of our younger committee members, Tamsin Gunner (Vice-Chair) and Jess Ryan have both moved out of PL24 and have resigned from the committee. Tamsin has kindly offered to continue as a Facebook Admin for as long as necessary. So, we are actively seeking new committee members. We welcome committee members of all ages, but if you are in the 18+ to 30ish age group in particular, we would ask you to consider joining us.

PL24 Community Association (PL24CA) welcomes expressions of interest from anyone aged 18+ who shares the values of PL24CA and is willing to abide by the Constitution and Member Agreement. [Click here to view](#). Committee members spend about 20 hours a year preparing for and attending meetings. In addition, all committee members volunteer for 5 hours or more a year in another capacity e.g. being present on a PL24CA stand at an event. We suggest that anyone – of any age - who is interested in joining the committee attends a few meetings to get a feel of how we operate.

DS has stepped down from the Treasurer role but will remain as a committee member. TP offered to pick up the role and has been duly elected. DS and TP are acting as joint Treasurers until bank signatories are changed. Following Tamsin's resignation from the committee, JM has been elected as Vice-Chair.

### **Facebook**

The PL24 Facebook page is now much better since the introduction of post approval and the limiting of business advertising to Mondays and Thursdays only. The latter policy has been endorsed by those who voted in a recent survey on the Facebook page.

Since the last Committee Meeting, RC reported that an advertiser in PL24 Magazine was unhappy about a Lostwithiel competitor being allowed to advertise on the PL24 Facebook page. The admins and committee members have discussed this and it was noted that actually stopping businesses located in another postcode area is really not that easy to do, even if it were desirable to do so. It was noted that some businesses outside of PL24 also help support the magazine by paying for adverts. Moreover, PL24 Magazine is now to be found in Lostwithiel (following trader requests to stock it). It was agreed, therefore, that the current policy will remain in place.

RC added that he is aiming to thank, via a Facebook post, each individual magazine advertiser over the course of a year. Magazine advertisers cover the printing costs of the magazine and all agree that this support should be recognised and celebrated.

### **Pinnock tunnel**

As members know, Imerys has advised that Pinnock Tunnel is not currently available for community events. JM has researched the suggestion of listing the tunnel but this is not feasible.

Cornish Riviera Box Office (CRBO) has contacted and reimbursed all ticket holders for whom they held addresses for the Pinnock Tunnel event which was cancelled due to the pandemic. Ticket holders have also been advised via email and Facebook postings to contact CRBO if their reimbursement is outstanding.