

Newham BID Committee Meeting Minutes

**Venue: Cornish Mutual, Newham
Wednesday 3rd December, 5.30pm**

Attendees: Peter Beaumont (PB), Melinda Rickett (MR), Russell Dodge (RD); Mark Killingback (MK); Alison Elvey (AE), Alan Treloar (AT).

Apologies: Neil Scott, Karen & Cameron MacQuarrie, Roger Gazzard, Nathaniel Hobbs, Michael Galligan, Simon Hendra, Cllr Rob Nolan, Lucy Mancer (Cory), Tim Brookes (Braemar Howells), Glyn Ford / Mike Luke (Royal Mail)

1) Notes of Last Meeting

The notes of the last meeting were approved as a true record.

2) Actions & Matters Arising from Last Meeting

AE has asked Josyanne to amend the Totally Truro Operating Agreement to encompass the Newham BID which is still in progress

AE to contact Matt Hastings at Eden re. Cornwall Together III – AE has contacted but needs to chase.

MG to provide information on works for BID website – an email has been sent around to all those on the database and will be added to the website.

PB to contact Cornish Mutual bankers re. possible deal for TT & Newham – to complete

AE to contact those Steering Group members who hadn't signed up to the new committee. AE to contact new members.

NS has arranged the bank account and cheque book. AE collected the signatories paperwork which needs to be filled in.

AE to confirm a time and date for Christmas drinks – drinks are delayed until there's something concrete to report.

Actions to be carried forward

AE to liaise with Josyanne to amend the Totally Truro Operating Agreement to encompass the Newham BID.

AE to contact Matt Hastings at Eden re. Cornwall Together III and energy saving schemes.

AE to contact MG regarding the SWW Energy Manager for advice he could pass on to the BID.

Members still need to return Committee membership forms to PB as appropriate.

NS has arranged the bank account and cheque book. AE collected the signatories' paperwork which needs to be completed by the signatories.

AE to ensure Insurance is adequate – still to be confirmed.

3) Income and expenditure update

AE circulated a financial update for the Committee (enclosed). The only expenditure so far has been AE's salary and expenses (including stationary and telephone). Some funds have been committed (£2,990 for the Signage Feasibility Study and £4,000 towards the Bus route for Newham). The council has been invoiced for £30,000 of the first tranche of BID monies. PB stated that there should be a 5 year budget plan for the BID.

Action: AE to provide a draft 5 year plan for the next BID meeting.

5) Project updates

Signage

Three companies were asked to pitch for the tender for the Signage Feasibility Study and 20/20 have been appointed. The project will take three months to complete. Once the feasibility has been completed, identifying sites and potential solutions, a full tender will be released for final design and delivery of the signage project. The induction meeting with 20/20 will be held on the 16th December at 3pm.

Currently Alan Treloar, Melinda Rickett, Martin Webster from Jewson, Peter Tatlow or Ben Dickenson from Cormac are on the signage subgroup but any BID businesses representative who would like to get involved is welcome to join the signage subgroup.

AE wrote to Peter Tatlow about the new signage at Trafalgar roundabout. He responded, "It is not a primary destination, and it is therefore not appropriate to sign it at Trafalgar roundabout. The principle is that unless it is a primary destination, it doesn't get signed until you need to leave the road you're travelling on – in this case the A39. Newham is signed on the approach to Fairmantle Street roundabout and I'm afraid that is the limit of it. I did put a "Newham" plate on the big direction sign when you come down the hill from Arch Hill a couple of years ago, but there isn't a case for providing much more than that on the public highway."

MK suggested that there could be an opportunity for a sign on Port of Truro land and would be happy to discuss this with 20/20.

The committee discussed the possible name for Newham, including "Newham and the Port of Truro, the business district of Truro".

Action

Committee members and others to feed suggested names for the area into the signage feasibility project.

AE to contact Peter Tatlow regarding the signage for the port of Truro.

AE to investigate how other industrial parks are signposted.

AE to keep Bert & Truro City council up-to-date with the signage project.

AE to investigate funding for signage project and approach entrust (www.entrust.org.uk).

Road: Improvement, restrictions, speed

Road improvement

The Newham BID Manager attended a meeting with Tim Wood, Assistant Head of Transportation, at Cornwall Council (CC) and Mrs Taryn Causton, Newham project manager, Cormac. The meeting also included Vicky Fraser CC and Paul King (Cormac).

CC have commissioned Cormac to look into the historical schemes for the Newham Road improvement (from Gas Hill to Lighterage Hill). The conclusions of this work will be available by the end of this financial year. They are considering three options:

1. Road widening with path running along the house side of the road and requiring compulsory purchase of the hedge of the house (estimated £1m cost);
2. Road widening with cantilevered walkway over the river. NE have specified it would have to be gridlike walkway to ensure as much natural light as possible reaches the mudflats (the walkway would add at least £1m to the cost of the scheme).
3. Road widening with no path along Newham Road but the opening up of the cycle path running between Gas Hill and Lighterage Hill (this may not be possible for safety reasons).

They have stated that the entrance onto Lighterage Hill isn't a viable project. I have recently asked if the widening of Lighterage Hill is viable.

Main issues include:

Timescales & surveys – it is highly likely that the MMO would need to provide a Marine licence / consent which could take 12 months (consultation with NE, EA, a harbour revisions order); additional consents include: EA, building consents and planning permission.

Competition with other schemes - there are £45m worth of projects waiting for development in Truro. There's only a CC allocation of £250,000 for the whole of Truro to be spent in 2014/15.

Funding – There are some possible sources of funding, however most require economic outputs such as job creation which are not currently relevant to Newham. Currently road schemes are leveraging match funding to a ratio of £1:£3.

Regarded not dangerous – there is no accident record for this road.

Land ownership – there are areas of land which are pre-date 1970 and the land registry which could make the road scheme difficult to progress.

Gas Hill will be resurfaced by Comac as part of the deal of storing their equipment at the top of Gas Hill.

The committee discussed possible developments in Newham that could lead to the required economic benefits justifying a road improvement. MK mentioned the current planning permission being sought to provide an end of life vehicle processing and recycling plant. This would increase the cargos from the port every year. This project does not have a lease from the Port Authority as no leases are granted until planning is secured.

AE asked what other road improvements were required? Potholes etc on other roads?

Action: AE to start looking at the state of the other roads, maintenance of the roads and possible resurfacing.

Parking Restrictions & speed

AE met separately with Tim Wood to discuss parking restrictions and speed issues at Newham. A proposal should be submitted to Tim specifying where any parking restriction should be placed and where to set up a speed recorder initially to monitor the speed of vehicles coming into Newham prior to installing a Speed Visor. The proposal site to monitor traffic speed is outside HSBC on the right hand side when entering Newham and the proposed parking restriction map was presented to the meeting for discussion.

There was concern from the committee that adding lots of double yellow lines would exasperate the parking issues at Newham. AE explained she'd written to the port

about extra parking and MK updated that he is proposing to his committee that 40/50 spaces are made available on harbour land and should be available in 2/3 months.

Agreed: The committee agreed that the proposal to Cornwall Council should include double yellow lines for Lighterage Hill, the turn onto Heron Way and along Heron Way until Volunteer Cornwall, and the access road to Macsalvers, as well as yellow line repainting where appropriate. Additional line painting along by the Port would be considered at a later date if the port increased its activity and alternative parking was found.

Action: AE to forward the proposals for yellow lines to Cornwall Council.

Car parking and transport

AE has discussed, and written to the Port of Truro Harbour Authority proposing that Port Authority land is used to provide extra car parking for Newham and beyond. This would also assist in relocating cars which are moved due to new parking restrictions (update above).

A proposal was submitted to the BID Committee concerning the commencement of a bus service for Newham (attached). The committee stressed the need to ensure good publicity about the bus service including flyers, banners, balloons, PR etc. They also stressed the service would need monthly reviews to ensure that it was being used.

In addition AE is in contact with taxi companies about how they could provide a service used by multiple users on Newham to share the cost – a bit like a car share.

Two representatives from Parsons Brinckerhoff have been visiting Newham businesses to discuss sustainable transport issues to businesses. They have highlighted that the reopening of the Travel to work grant where 75% funding is available for sustainable transport projects. Deadline 28 February 2014 (or further round in June 2014).

Propose putting together a project, in Liaison with Neil from Totally Truro and Newham businesses, to include cycling provision (racks, showers, cycle path improvements, maybe bike scheme like "Borris bikes") promotion of the bike buying schemes to businesses, cycling safety training, introduction of bus routes, website developments for car sharing / taxi sharing (linking to carsharecornwall.com), pool cars etc.

Agreed: The committee agreed to the pilot bus service to be run by Fal River Ferries. This would need to be reviewed on a monthly basis and ensure well marketed. Launch date has been confirmed for the 27th January.

Action: AE to start to build a sustainable transport project in consultation with Neil & Truro TC. AE to contact Sustrans (www.sustrans.org.uk) re cyclepaths.

Maintenance & cleanliness

AE met with Richard Budge to discuss options for the maintenance and cleanliness of Newham. The City Council are willing to assist but do not currently have any responsibility for maintaining Newham except maybe the riverside path way to HSBC. The first step is to locate current maintenance responsibilities and work with businesses to find out if they are happy with who they use or if they'd like to take part in a wider Newham scheme run by the BID. This is in progress.

AE is keeping a log and has contacted Cornwall Council over the last two weeks reporting litter: they have removed black bags from the Gas Hill entrance to the cycle path, removed litter and black bags from the Newham road turning circle. AE has also requested litter picking along the cycle path from Gas Hill to Lighterage Hill, up Lighterage Hill, removal of black bags and litter on the junction between the turning circle and SWW.

It was noted that the litter is often caused by people congregating at the turning circle at lunchtimes and leaving their litter. PB commented that once the CCTV was installed this might be a deterrent to dropping litter.

Action: AE to monitor activity at the turning circle.

CCTV Technology & Crime

AE has met with Truro Sector Inspector Mark Richards from D&C Police and two of the city centre neighbourhood team PCs Andy Filkins and Shane Tangye. They patrol at least daily onto Newham. The recorded crime figures for Newham over the last 12 months are low – 17 incidents were recorded of which 4 were of a residential nature. This is an average of 1 crime a month and mainly revolves around scrap metal & catalytic converters theft. They highlighted data protection issues with CCTV so Dave George, the CC Community safety officer has been contacted for further advice and has sent through the Codes of Practice. It's also planned to talk to other Industrial BID areas to find out how they've managed the security issue. The police are urging people at Newham to report every crime using the 101 number (or if urgent 999) including when the drunks congregate by the riverside.

The committee commented that the new CCTV would help with travellers and drunks at Newham.

Action: AE to investigate CCTV options and security patrols for the next Committee meeting.

Homeless & Community Agencies

Meetings have been held with Phil Eaton, CC's Gypsy and Traveller Liaison Officer, to discuss the traveller situation. It's hoped a site will be available soon to house visiting travellers which will make it easier to insist that visiting travellers use the dedicated site and not other areas. Contact has also been made with St Petrocs and a meeting is being arranged.

6) AOB

Superfast

Contact has been made with Ranulf Scarbrough, Director - Superfast Cornwall Programme at BT, to help understand the programme of works being undertaken and timetable for access to Superfast Broadband by Newham businesses. A small number of businesses can now order superfast, and businesses should check our line checker at www.superfastcornwall.org." Julian has confirmed that: "The premises that can currently order superfast broadband are located in the following postcodes:

TR1 2DP, TR1 2ST, TR1 2SU, TR1 2XN, TR1 2XW.

HOWEVER - **Please note:** This **does not mean** that all properties in these postcodes can order superfast - postcodes and network architecture do not overlap perfectly. At present because only a small number of premises can order. They will keep me in touch with progress on this.

Power cut

19 businesses were without power on Friday 15th November and the Newham BID Manager was notified by a local business. AE issued an email advising businesses how to claim compensation.

Press & publicity

The Newham BID manager's appointment has been featured in the local press, Cornwall Business Magazine, Radio Cornwall and the Matthew Clarke Pod Cast.

Newham Farm Development

The developers are LXB who are usually retail but moving into residential and are linked to those behind Living Villages. Origin 3 consultants and Bob Tomlinson (living villages) are putting together a detailed site plan and will have a discussion with the BID about the roads, public transport etc. This will inform the detail of application, which is expected to be submitted to the council in mid February. The plans are for 140 or so houses of which 40% are to be affordable homes and all with lots of space around the houses. There are plans for a bistro (hopefully in partnership with Cornwall Food Foundation). They hope to have a website up and running by February and would like to tie in with the BID. I am hoping to attend the next Steering Group and they'd be willing to present at the next Newham BID Committee.

Action: AE to meet with Origin 3 (in the diary for 6th January) and invite Origin 3 / the developers to the next Committee meeting. AE to post slide show of development proposal on the Newham BID website.

Meeting with Sarah Newton

Cllr Adam Desmond (lease holder & land owner on Heron Way) has contacted Sarah Newton MP and a meeting has been proposed.

Action: AE to confirm meeting with Sarah Newton MP.

New members on the committee

It was unfortunate that the new members who had agreed to join Newham Committee have not been able to attend the meeting.

Robinson Reed and Layton are interested in joining the committee.

Agreed: AE to confirm with RRL their membership on the Newham BID Committee.

7) Date & time of next meeting

The next meeting will be on **4th February, 5.30pm at Cornish Mutual, Newham Road.**

ACTIONS

AE to liaise with Josyanne to amend the Totally Truro Operating Agreement to encompass the Newham BID.

AE to contact Matt Hastings at Eden re. Cornwall Together III and energy saving schemes.

AE to contact MG regarding the SWW Energy Manager for advice he could pass on to the BID.

Members still need to return Committee membership forms to PB as appropriate.

NS has arranged the bank account and cheque book. AE collected the signatories' paperwork which needs to be completed by the signatories.

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AE to provide a draft 5 year plan for the next BID meeting.

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AE to investigate funding for signage project and approach entrust (www.entrust.org.uk).

AE to start looking at the state of the other roads, maintenance of the roads and possible resurfacing.

AE to forward the proposals for yellow lining to Cornwall Council.

The committee agreed to the pilot bus service to be run by Fal River Ferries. This would need to be reviewed on a monthly basis and ensure well marketed. Launch date has been confirmed for the 26th January.

AE to start to build a sustainable transport project in consultation with Neil & Truro TC. AE to contact Sustrans (www.sustrans.org.uk) re cyclepaths.

AE to monitor activity at the turning circle.

AE to investigate CCTV options and security patrols for the next Committee meeting.

AE to meet with Origin 3 (in the diary for 6th January) and invite Origin 3 / the developers to the next Committee meeting regarding the Higher Newham Farm development. AE to post slide show of development proposal on the Newham BID website.

AE to confirm meeting with Sarah Newton MP.

AE to confirm with RRL their membership on the Newham BID Committee.