

LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Steering Group meeting held on 30th June 2015 at 5, Coombe Drive, Cargreen at 7.30pm

<p>1 PRESENT Charlotte Alder, Tim Bell, Tim Burns, Jo Butcher, Marcus Forbes, John Hall, Glen Honey, Anne Marie Nathan, Gerry Stevenson (PC), Jenny Turnage, Cindy Zimmer</p> <p>2 APOLOGIES There were apologies for absence from Gaye Braund, Sophie Forbes, Marcia Pirie, and Rob Thomas</p> <p>3 MINUTES G S agreed to take the chair and signed the minutes of the meeting held on 26th May 2015 as a correct record.</p> <p>4 MATTERS ARISING</p> <p>i) Two officers were elected to fill the vacant posts : Secretary J T proposed by JB seconded T Bell Chairman M Forbes proposed by JH seconded by GS .</p> <p>ii) Next steps: T Burns presented draft proposals for the small group meetings suggested in May. This first stage of the plan will help us to gather opinions and identify the “wants” of the various groups. A free interchange of ideas and comments followed. JB has prepared a tentative list of local businesses (attached) that may be added to at next meeting. JH felt more discussion was needed on the “terms of reference” to help to organise the themes for group meetings , perhaps building on previous parish plans. T Burns can provide up to date census data for the parish .</p> <p>iii) Cornwall Council have lots of useful information including a draft timeline/calendar on their website at • Cornwall Council> Environment and planning > Planning > Neighbourhood Planning Toolkit</p>	
<p>5 FINANCE i) It was agreed that a bank account will be opened for the Steering Group, with signatories John Hall and Tim Bell.</p> <p>ii) JB presented information about the grant application process, followed by a wide ranging discussion when some future expenses were identified.</p> <p>iii) The cost of setting up an internet based “mail Box” to enable the group to exchange information securely was deemed desirable.</p> <p>iv) It was agreed that a further visit from CRCC to provide more in depth detail about developing and financing the group is needed.</p> <p>v) various venues for future meetings were suggested including, private homes LMH Annexe, Rectory Room.</p>	<p>ACTION JH</p> <p>ACTION T Bell and JH</p> <p>ACTION GS</p> <p>ACTION AN and JB</p>

6 PROPOSED APPROACH T Bell presented a paper with suggested themes to guide the plan. Several additions/alterations were discussed. It was agreed that further debate and information is needed before a final choice is made.

6 WORKSTREAM ROLES It was agreed that these roles will develop as the themes evolve.

7 COMMUNICATION PLANS

8 FACEBOOK AND SOCIAL MEDIA These two items were taken together. A web site for the plan will need to be developed. M Forbes and T Bell agreed to look into this and connect with the "Mail Box". Several ways of publicising progress and exchanging ideas were mentioned including the newsletter, flyers, meetings and facebook. Regular updates in the newsletter will probably be expected. GS offered to write the first such report detailing progress to date. The group agreed to circulate mobile numbers via the Secretary and check their e-mails, home phones and address details are correct.

9 DATE OF NEXT MEETING Thursday 13th August 7.30pm at Three Corner Meadow, Cargreen

The meeting closed at 9.15pm

ACTION
MForbes
and TBell

ACTION
GS