

LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Steering Group meeting held on Monday 9th May 2016
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

PRESENT Debbie Allan, Gaye Braund (PC), Jo Butcher (Chairman),
Glen Honey, Marcia Pirie, Gerry Stevenson (PC), Jenny Turnage
(Secretary) Cindy Zimmer

WELCOME Parish Council chairman, Gerry Stevenson took the chair and
welcomed everyone to the meeting.

ELECTION OF CHAIRMAN

GS asked for nominations for a new chairman.

Jo Butcher was proposed by GH and seconded by DA

Jo Butcher was elected unanimously

JB then took over as chair of the meeting and thanked Gerry for
being acting chair and the members for their support.

APOLOGIES Charlotte Alder, Tim Bell, Marcus Forbes, John Hall
(Treasurer), Annemarie Nathan

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 12th April 2016 were
Were read and signed as a true record.

2. MATTERS ARISING JB informed the group that Tim
Burns(TRB) and Morton Mcleod had resigned from the committee.

3. TREASURER'S REPORT JH had sent in a report to say that he has
received a second grant of £1900 to include funds for a housing survey,
meetings, publicity and £300 for the website.

4. TRAINING COURSE FEEDBACK JB reported that she had found
the Cornwall County course very useful and recommended that others try to
book a place at future courses

5. PROJECT PLAN JB said that TCB had offered to produce a project
plan to provide terms of reference for the group and to give a framework and
direction for the progress of the plan.

6. PROGRESS REPORTS

i) EVIDENCE GATHERING, OPEN DAY

(a) JB informed the meeting that a small task group of DA, JB, JH, GH, JT
had produced material for a series of displays to inform and engage members
of the public. The group are being assisted by Tom Brewer, a marketing

degree student who is working for JH's daughter . He is going to put together these ideas in a professional format.

(b) GH explained how the proposed general layout of the Open Day will work. He also showed photographs of the Parish that he has prepared for display. Members congratulated him on the variety and quality of the photos.

(c) MP suggested that the display should highlight the importance of the AONB in the planning process. She offered to provide maps to show the exact boundaries of the AONB and Conservation Area. MP and GH agreed to produce a written explanation of the scope and constraints of the AONB for display.

(d) JB added that there will be a lap top and tablet available at the Open Day so that folk will have access to all the information on the internet.

(e) various specific tasks for the open day were organized

- Helpers to set up on Friday evening 5-7pm
- Members to man the open day – answer questions and encourage participation from 10am-6pm
- Door person to welcome and record visitors
- Refreshments
- Photographer to record the event
- Clearing up

All members were asked to try to encourage associates to help on the day.

(f) JT and DA agreed to collate and analyse the information collected on the day. GS reminded the group that David Bullivant and Terri West had done sterling work producing statistics from the previous plan. GH agreed to talk to them about helping this time.

ii) COMMUNICATIONS PAPER BASED DA reported that the flyers for Open Day are in process of being distributed to every household. The display boards around the parish are also ready. The school have agreed to include the event in their next newsletter. They are also going to get the pupils to produce stories and pictures or drawings of the parish.

iii) COMMUNICATIONS WEB BASED

(a) The upgrading of the website was carried forward to next meeting as both webmasters were absent.

(b) DA offered to undertake management of the plan's facebook page.

iv) LAND SURVEYS GS introduced the advice and comments recently received from Claire Hurley of CRCC. She pointed out that as the parish is in an AONB there is probably need for a Local Landscape Character Assessment (LLCA). This can be done by volunteers and training is available

<p>7. PREPARATION OF EVIDENCE FOR FINAL PLAN JH has expanded and collated the evidence so far produced and prepared one draft document. This is not yet ready to circulate as it is still a “work in progress”</p> <p>8. DECISIONS SO FAR</p> <ol style="list-style-type: none"> 1) Allocation of tasks for Open Day 2) GH to speak to D Bullivant re statistics 3) All minutes and papers will be circulated to everyone in the Steering group. 4) DA will manage the Facebook page and liaise with CA on the website. 5) GH and MP will provide maps and text about the AONB for the open day 6) Members offered to undertake responsibility for various specific topics to inform future plans. <table border="0" style="margin-left: 40px;"> <tr><td>Consulting under 18s</td><td>JB</td></tr> <tr><td>Stakeholders</td><td>JT</td></tr> <tr><td>Evidence gathering</td><td>DA</td></tr> <tr><td>LLCA</td><td>GH</td></tr> <tr><td>Housing needs survey</td><td>JH</td></tr> </table> <p>9. ANY OTHER BUSINESS</p> <ol style="list-style-type: none"> 1) GS voiced the concern many residents have raised about the proposed development on the quayside. He reminded folk that the plan is not yet advanced enough to count as a material consideration in planning law. MP reminded folk that the pub has been registered as an Asset of Community Value, by a local group (SPECCA) . She offered to contact Janet Stone, who led the group for further information. 2) JT asked members to remove the contact details for Tim Burns and Morton McLeod from their members lists. Also to make doubly sure that the e mail jaspers2@yahoo.com of David Hall (who has never been a member) be removed from all their lists. <p>10. DATE OF NEXT MEETING 13th June 2016 11th July 2016</p> <p>All at 7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen</p>	Consulting under 18s	JB	Stakeholders	JT	Evidence gathering	DA	LLCA	GH	Housing needs survey	JH	<p>GH to contact D Bullivant</p> <p>JT to action</p> <p>DA to organise</p> <p>GH and MP to organise</p> <p>JB, JT, DA, GH and JH to action</p> <p>MP to contact J Stone</p> <p>ALL to amend address lists</p>
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