

LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Working Party meeting held on Monday 11th July 2016

at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

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| <p>PRESENT Debbie Allan, Gaye Braund (PC), Jo Butcher (chairman), John Hall (Treasurer), Jenny Turnage(Secretary), Cindy Zimmer</p> <p>WELCOME JB welcomed everyone to the meeting.</p> <p>APOLOGIES Tim Bell, Annemarie Nathan, Marcia Pirie, Gerry Stevenson (PC), Chris Wyman (PC),</p> <p>1. MATTERS OUTSTANDING (i) item 10.1 Vision statement CZ, JH and JB shared their statements with the group. Other members agreed to circulate their “visions” or “lets move to Landulph” before next meeting. (ii) Item 10.3 Purchase of external hard drive. JT reported that an external hard drive has been bought and is now being used to ensure that all LPNP information is fully backed up.</p> <p>2. APPROVAL OF MINUTES The minutes of the meeting held on 13th June 2016 were read and signed as a true record.</p> <p>3. TREASURER’S REPORT (i) JH gave the bank balance as £2685.70 with all bills paid. Future expense estimate is c£500 for housing survey. (ii) GB confirmed that the PC is happy for their loan funds to stay in the Plan bank account for the time being. JB asked that the PC consider gifting these funds to the group.</p> <p>4. TRAINING COURSE FEEDBACK DA, CZ and JB had all attended a workshop on “Writing the plan”. They all agreed that they gained some factual information and made more personal contacts but they were disappointed that the general presentation was not as good as previous courses .</p> <p>5. PROJECT PLAN The group considered the proposal put forward by TB. While agreeing the general direction and structure of the proposal was good, the group felt that in fact it overlapped with the ” Cornwall starter kit ” schedule. As the group had already resolved to use this “ Kit” as a guide at the last meeting, the chairman agreed to write to TB explaining the situation.</p> | <p>All to email statements to secretary.</p> <p>GB to raise prospect of gifting funds with PC</p> <p>JB to contact TB to explain use of guide</p> |
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| <p>6. PROGRESS REPORTS</p> <p>i) EVIDENCE GATHERING</p> <p>a) OPEN DAY (i) David Bullivant and Terry West have circulated their completed analysis of the data gathered at the Open Day.</p> <p>The chairman praised the high quality, range and depth of the report and expressed the thanks of the group for its speedy production.</p> <p>It was noted that the general findings were broadly in line with those of the earlier focus groups. All this data will now be used by small, group workshops to begin formulating objectives for the plan.</p> <p>(ii) JB informed the group that it had been brought to her attention that the report on the Focus groups, which is available on the plan website, has been quoted as supporting evidence in a recent planning application for 5 houses in the parish. The group were disappointed that the report was used in such a way, without any contact to seek permission for its use.</p> <p>JB will seek advice from the County planning officers and other sources to clarify where the copyright for information on the website lies. Also how best to protect such information from misuse but still allow public access.</p> <p>b) CONSULTING UNDER 18s JB reported that work is progressing. At present it is planned to use survey monkey on facebook and /or Landulph Innit to contact parents and children. CZ offered to contact the school to advertise the survey.</p> <p>c) HOUSING NEEDS SURVEY JH explained that the survey is ready to be sent out. It was agreed that JH would quote his number as a contact and that paper copies would be available in the book exchange. Estimated cost is £500</p> <p>e) DEVELOPMENT BOUNDARY This item was carried forward.</p> <p>ii) COMMUNICATIONS PAPER BASED DA offered to write an item for the newsletter re the Open Day , Housing survey and under 18s proposals.</p> <p>iii) COMMUNICATIONS WEB BASED JB noted that she has no access to the “Chair at Plan” email address yet. JT offered to contact MF to find out if he has any content under his name that needs to be transferred. CA to sort out a new (?) email address for JB.</p> <p>7. SETTING UP SMALL GROUPS Four new workshops were set up, each with a nominated leader who will bring in other folk from the wider parish to help. Each workshop will endeavour to produce objectives and policies and determine what evidence is required for the draft plan.</p> <p>i) Housing DA / CZ</p> <p>ii) Community and transport JH</p> | <p>JB to follow up legal position</p> <p>CB to amend website</p> <p>JB to continue</p> <p>JH to progress</p> <p>DA to progress</p> <p>JT contact MF</p> <p>CA set up new e mail for JB</p> <p>DA/CZ JH JB/GB JT all to set up workshops</p> |
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| | iii) Business | JB / GB | |
| | iv) Environment | JT | |
| 8. | OBJECTIVES AND POLICY WRITING | carry forward | |
| 9. | DECISIONS SO FAR | 1) To initiate the housing needs survey. 2) To prepare item for the newsletter 3) To set up 4 workshops 4) Everyone to try to encourage more folk to join the steering group 5) Seek clarification on copyright/use of plan website material | JH DA DA/CZ) JH) JB/GB) JT) JB to pursue |
| 10. | ANY OTHER BUSINESS | None | |
| 11 | DATE OF NEXT MEETING | 8 th August 2016 12 th September 2016 | |
| All at 7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen | | | |
| Meeting closed at 8.50pm | | | |