

## LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Working Party meeting held on Monday 26 September 2016  
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

PRESENT Jo Butcher (JB, Chair), John Hall (JH, Treasurer), Glen Honey(GH), Chris Wyman (CW, Parish Council), Annemarie Nathan (AN), Debbie Allan (DA).

WELCOME JB welcomed everyone to the meeting.

APOLOGIES Jenny Turnage (JT, Secretary), Gaye Braund (GB, Parish Council)  
Charlotte Bell (CB), Tim Bell (TB), Cindy Zimmer (CZ), Marcia Pirie (MP).

### 1. APPROVAL OF MINUTES

There were no matters arising and the minutes of the meeting held on 8 August 2016 were read and signed as a true record.

### 2. VISION STATEMENT

JH has collated several suggested Vision Statements and constructed a final version which he circulated for discussion. The Vision Statement was accepted.

### 3. OBJECTIVES AND POLICIES SO FAR

JB explained that she, JH, JT and DA have developed Objectives and Policies relating to the Business, Transport, Environment and Housing parts of the Plan. These are almost complete and David Bullivent has agreed to pool this information to create a consultation document to be delivered to every house in the Parish.

**Action Point:** JB, JH, JT and DA to finalise Objectives and Policies by the end of October.

### 4. THE GRID

JH explained The Grid spreadsheet that he has created to demonstrate a clear idea of what stage the Plan is at. The Grid follows the basic Plan premise:  
Vision —> Objectives —> Policies —> Evidence Base.

### 5. TRAFFIC SURVEY UPDATE

JH and GH explained they had conducted two surveys:

Survey 1: 07.30 - 19.30 centred around Landulph Cross, they noted 850 traffic movements on a Monday during school term time. JH and GH were of the opinion that a lack of footpaths together with congestion at school drop off times and morning traffic make for a potentially dangerous situation. JB added that only children up to the age of

seven are now eligible for school bus transport and more children from outside of the Parish also attend Landulph Primary meaning additional vehicles are travelling to the school each day.

**Action Point:** JH to provide traffic survey data to Parish Council for information.

Survey 2: 07.30 - 19.30, this survey looked at congestion in the lanes, responding to concerns raised during previous community consultations. JH advised that he is currently analysing the data.

**Action Point:** JH to liaise with David Bullivent to interpret data to develop Transport Policies.

6. GENERAL AND YOUNG RESIDENTS CONSULTATION DOCUMENTS  
Discussion centred around the logistics of delivering/receiving consultation documents. Whilst it was considered desirable to send out both together, the Young Resident document is ready now whereas the General one will be ready in November. JB advised she will ask the Newsletter Committee if they will deliver the General Consultation document with a stamped addressed envelope to be included for return.

**Action Points:** JB to liaise with Newsletter about delivery and with DA about sending out the Young Residents consultation.

7. WEBSITE  
The Webmasters (TB and CB) were not in attendance.

**Action Point:** JB to talk with TB and CB to discuss the way forward with the website.

8. NEXT STEPS

Finances: JH advised that the next grant application is due mid-November. The current bank balance is £1900 with £450 earmarked for the Housing Needs Survey invoice due this week.

9. DECISIONS SO FAR

1. The Vision Statement was agreed.
2. JH and GH to provide a statement to the Parish Council with regard to the traffic surveys.
3. JB to speak with CB and TB about the way forward with the website.
4. Policies and Objectives to be written up by the last week in October, at which point someone from the Steering Group is to liaise with David Bullivent.
5. The Young Residents Survey is to be sent out within the next week. JB to liaise with DA.
6. JB to speak with the Newsletter Committee to ask if they will deliver the General Consultation document with the Newsletter.
7. JB to purchase stamps and envelopes for the return of Consultation Documents and to get a quote for the printing.

10. AOB

Meeting dates were discussed and it was decided to dispense with the meeting on 10 October since that is now only two weeks away.

There was some discussion about the play park as some of the equipment is now 16 years old and in need of repair. CW advised that the matter is under discussion at the Parish Council.

11. NEXT MEETING DATES

Monday 14 November 2016

Monday 12 December 2016

Monday 9 January 2017

All at 7.30pm at the Cargeen Yacht Club, Coombe Lane, Cargeen.

The meeting closed at 8.30pm.