

# LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Working Party meeting held on Tuesday 13<sup>th</sup> December  
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

<p>PRESENT Debbie Allan, Gaye Braund (PC), Jo Butcher (chairman), Steve Dennis, John Hall (Treasurer), Glen Honey, Annemarie Nathan, Marcia Pirie, Gerry Stevenson (PC), Jenny Turnage (Secretary)</p> <p>WELCOME The chairman welcomed everyone to the meeting and served wine, juice and mince pies for an early Christmas celebration.</p> <p>APOLOGIES Cindy Zimmer</p> <p>1. MATTERS OUTSTANDING (i) DA reported that the Traffic survey details are now available on the website.</p> <p>2. APPROVAL OF MINUTES The minutes of the meeting held on 26<sup>th</sup> November 2016 were read and signed as a true record.</p> <p>3. APPOINTMENT OF VICE CHAIRMAN (to take the chair for the next 3 months) (i) Debbie Allan was nominated by JH and seconded by GH All members agreed</p> <p>4. FUNDING (i) JH reported that the bank balance is £1689.52 with outstanding payments of approximately £300 (ii) JH explained that with the funds in hand and the response time for obtaining grant funds being so fast a new application can wait till the new year. (iii) GH asked how much Cornwall had charged for the Housing survey? JH confirmed that it was almost £700</p> <p>5. RESPONSES TO YOUNG RESIDENTS SURVEY/CONSULTATION (i) JB said that the overall response showed that the survey had been a positive undertaking. There were several interesting comments about the lack of public transport and lack of job opportunities in the parish. (ii) DA confirmed the survey is available on the website.</p>	<p>DA to take chair at next meeting</p>
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<p>6 CONSULTATION DOCUMENT The chairman thanked all those who had helped in hand delivering copies of the questionnaire to every dwelling and business premises in the parish.</p> <p>(i) and (ii) NOMINATE PERSON(S) TO BE RESPONSIBLE FOR COLLECTION/DELIVERY OF QUESTIONNAIRE PAPERS TO DB/TW AND UNDERTAKE LIAISON AND FEEDBACK GH agreed to take this on. DA offered to put an item on Landulph Innit to remind people that collections will be on 15<sup>th</sup> December with final calls on 22<sup>nd</sup> December.</p> <p>(iii) NOMINATE A LEAD PERSON TO TO REVIEW / REWRITE POLICIES AFTER FEEDBACK FROM QUESTIONNAIRE DA, JT and JH agreed to work as a team to do this.</p> <p>7. COLLATING EVIDENCE (i) After a brisk discussion around what form the final plan should take and what types of evidence should be included and stakeholders contacted, JH offered to look at the problem and report back. (ii) The chair thanked DA for all the work put in updating and entering documents on the website.</p> <p>8 WRITING THE PLAN (i) JB informed the group that Cornwall Neighbourhood Planning ( Sarah Furley ) had been very helpful indicating where help and advice for policy writing could be obtained. (ii) JB has been in contact with Torpoint Group who are at the same stage and seeking advice. (iii) After some discussion it was agreed that this item be raised again after the feedback from the survey has worked through to amended policies.</p> <p>9 CONSIDER IF WE NEED TO DO A LANDSCAPE ASSESSMENT (i) JB offered to contact the planning team, Sarah Furley, to clarify the situation.</p> <p>10. OUTLINE PLAN FOR THE NEXT THREE MONTHS WORK FOR THE COMMITTEE.</p> <p>(i) All collectors to hand questionnaires to GH asap. (ii) GH to deliver Qs to DB/TW and liaise as needed (iii) DB/TW to analyse and report (iv) DA, JH, JT use feedback from survey to suggest alterations to policies and report back to group. (v) All to look at other completed plans and advice on website to help the group decide on format and inclusions. (vi) Consider all options for writing policies.</p>	<p>GH to collect forms, deliver and liase with DB/TW</p> <p>DA to post on Landulph Innit</p> <p>DA, JH, JT To work on amending policies</p> <p>JH to investigate possible formats.</p> <p>All Collectors to gather Qs to GH</p> <p>GH take Qs to DB/TW</p> <p>DB/TW to make survey report</p>
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<p>11` ANY OTHER BUSINESS (i) GS asked if specific places were being nominated for development ? JB replied that we are waiting for the survey response to decide whether to nominate or not.</p> <p>(ii) DA pointed out that if the plan specifies certain sites then an in depth landscape assessment must be undertaken.</p> <p>(iii) GH queried how the infrastructure levy would actually work on a small development. JB confirmed that present information is inconclusive so we would need further advice.</p> <p>(iv) JB made special thanks to AN for undertaking such a large proportion of the deliveries.</p> <p>(v) JH expressed thanks to JB on behalf of all the group for the welcome addition of wine and mince pies to enliven the evening.</p> <p>(vi) The group wished JB a good journey and peaceful time in New Zealand for the next 3 months.</p> <p>13 Date of next meeting NO MEETING IN JANUARY 2017</p> <p>Monday 13<sup>th</sup> February 2017 Monday 13<sup>th</sup> March 2017</p> <p>All at 7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen</p>	<p>All study plans in general</p> <p>GH to amend CYC booking</p>