

LANDULPH PARISH NEIGHBOURHOOD PLAN

MINUTES of the Working Party meeting held on Tuesday 9th February 2016
at 7.30pm in Cargreen Yacht Club, Coombe Lane, Cargreen

PRESENT Richard Allan, Tim Bell, Marcus Forbes (Chairman), John Hall (Treasurer), Glen Honey, Morton McLeod, Gerry Stevenson (PC), Jenny Turnage (Secretary)

WELCOME The Chairman welcomed Morton to the meeting and gave apologies from Lisa Jagger who had also been invited but had a previous engagement.

APOLOGIES Charlotte Alder, Debbie Allan, Tim Burns, Gaye Braund (PC), Jo Butcher, Marcia Pirie

1. MATTERS OUTSTANDING 4 ii (a) The Chairman explained his reservations at making a second, personal approach to the Arnolds (Crooked Spaniards Quayside development). The members agreed that such action was unnecessary as further consultation events are planned.

(b) JT has contacted the Duchy Steward, Chris Matthews via telephone and e-mail to inform him of the plan progress so far and invite comments and/or contact. The Duchy will be included in the business contact list in future.

2. APPROVAL OF MINUTES The minutes of the meeting held on 4th January 2016 were signed as a true record.

3. TREASURER'S REPORT JH reported that the bank balance stands at £2284 with no outstanding debts.

4 PROGRESS REPORTS

i) FUND RAISING JH said that he is proposing a discussion with Groundworks, the grant provider, re the end of year arrangements. In the meantime he again requested that all invoices for expenditure in the current grant year be sent to him by 8th March.

He also needs forecasts for expenditure for the grant year starting in April in order to make a bid for a further grant. These forecasts should also be with John by 8th March.

ii) EVIDENCE GATHERING : FOCUS GROUPS
Nothing further to report.

iii) COMMUNICATIONS : PAPER BASED Ongoing as planned.

iv) COMMUNICATIONS : WEB BASED TCB reported that CA has updated the web site with all previous group minutes and the focus groups review document. Some changes to improve ease of use have also been made. The site continues to get a large number of "hits" as does the Facebook page.

ALL send invoices to JH by 8/3/16

ALL send forecasts to JH by 8/3/16

<p>TCB said he would undertake to ensure that the plan website appears as a link on the Parish Council website.</p> <p>v) LAND SURVEYS: Nothing further to report</p> <p>5 PREPARATION OF EVIDENCE FOR FINAL PLAN</p> <p>i) DESCRIPTION OF PARISH</p> <p>ii) POPULATION OF PARISH</p> <p>iii) SERVICES AND FACILITIES IN PARISH</p> <p>The chairman thanked MM, TRB, CA and GH for the fine reports in each of the above areas that they had produced. The meeting agreed that the direction being taken so far in producing the final plan was good. A wide exchange of ideas on the next step demonstrated the need for further input of advice from both Claire from CRCC and a member of Cornwall Council Planning team.</p> <p>Gs informed the group that the planning contact is Zoe Bernard-John.</p> <p>The group then produced a list of questions they want would like to be answered in these sessions.</p> <ol style="list-style-type: none"> 1 Should the provision of water, sewage etc. be considered? 2 Should surface water drainage be a consideration for the group or the developer? 3 When may a land survey be needed, what type? 4 Need for and organizing a housing needs survey? 5 A definition and explanation of affordable housing in the plan? 6 What criteria must the final plan satisfy? <p>This list may be altered or extended as arrangements for the advice sessions are finalized.</p> <p>It was agreed that this advice session would be to the larger steering group.</p> <p>The group went on to discuss the wider distribution of the focus groups review together with a “raising awareness” event to gather further opinions on the direction development in the future. This review has already been sent to all steering group members and the Parish Council and put on the Parish noticeboard and on the plan website</p> <p>A synopsis of the review perhaps as “bullet points” could be sent out as an insert to the next newsletter with an invite to a public meeting/session in the LMH with display boards or a presentation by TRB followed by questions or comments on sheets sheets provided and encouragement to identify more sites for development on the maps,</p> <p>It was also noted that as part of the consultation process, a questionnaire (hand delivered to every household) asking for ideas/comments on the suggestions after full consultation is envisaged.</p>	<p>TCB arrange link on PC site</p>
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<p>7. DECISIONS SO FAR</p> <ul style="list-style-type: none"> (i) No further, personal invitation to express their views on future development need be sent to Mr and Mrs Arnold (Crooked Spaniards) or any other business who didn't attend the November Focus group meetings. (ii) Chairman to arrange visit from Claire Hurley (CRCC) and Zoe Bernard-John (Cornwall planning dept) to next meeting on 8th March. (iii) Meeting 8th March for all the wider Steering group. (iv) Open Meeting in LMH to consult whole Parish will be 16th April. DA to produce flyer to advertise meeting (v) DA/RA to liaise with school re competition/puzzle to help advertise the public event. (v) TRB to produce "bullet point" precis of the focus groups review for inclusion in the next newsletter as an insert sheet. (vi) MF and JT to finalise set of questions for next meeting. (vii) All invoices and estimates to JH by 8th March <p>8. RECAP / WHAT NEXT To arrange more advice/training for the group. To arrange wider consultation and then reassess ways forward.</p> <p>9. ANY OTHER BUSINESS There was none</p> <p>10 NEXT MEETING OF WORKING PARTY Tuesday 8th March 2016 for wider group Tuesday 12 April 2016 All at 7.30pm at the Cargreen Yacht Club, Coombe Lane, Cargreen Saturday 16th April 2016 Public event in LMH</p> <p>END OF MINUTES This bit for us when we meet</p> <p>QUESTIONS</p> <ul style="list-style-type: none"> 1 Should we change 4ii Evidence gathering - focus groups to Evidence gathering- Consultations? 2 The Arnolds mention their name in MA? Add there were other non attenders from business? (if there were?) 3 should we have thanked Debbie for her report on the meeting with Community Trust? And who bought in the flyer from them? Does all the above need minuting? <p>Questions for Claire etc</p> <ul style="list-style-type: none"> 1 Who are the stakeholders? Is there a list? Eg SW Water, 	<p>MF invite CH and ZBJ to meet</p> <p>TCB to book LMH</p> <p>DA/RA to produce flyer and arrange competition</p> <p>TRB to precis review</p> <p>MF and JT to prepare questions</p> <p>ALL invoices and estimates to JH</p>
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- AONB, Harbourmaster, Highways?
- 2 we mentioned a traffic survey earlier?
 - 3 What happens to 106s if we change the village ring?

For us to decide

How is event in the hall being organised? If displays, what themes, as Morton and John were asking?

Do we need more, something big and new to get people thinking and coming?

What happened to the email addresses gathered in 1st exercise?
Are they and businesses contacted private ie not on website?