

Illogan Parish Neighbourhood Development Plan Steering Group Meeting Minutes
Venue: The Old School Centre, TR16 4BB, Tuesday 10th May 2016

Present: Chair J Tapping, Vice Chair A Prout, M Cawsey, D Ekinsmyth, M Loxton, C Williams and S Willsher.

The meeting commenced at 7pm

For reference throughout the meeting NP = Neighbourhood Plan

1 Welcome and Apologies:

D Dolling, L Pavey, P Richards and S Richardson.

2 Minutes of last meeting accepted:

The last meeting minutes were accepted JT proposed, MC seconded them, all agreed.

3 Actions update

- AP had been into Pool School and had spoken to the principals secretary who was aware of the letter. It was agreed that the letter would be re-issued to the teaching staff.
- SW would circulate the map of the CPIR before the next meeting.
- The Council would receive the terms of reference.
- CW had circulated an updated project plan.

4 Feedback on Training: Starting a Plan

The training was very good. It was mostly attended by councillors. All councils were at various stages of the production of a plan, there were differing ideas on how to complete the plan process and different budgets available. Marketing the neighbourhood development plan was discussed and making public consultations activity based and fun. JT and AP would recommend attendance at the training. The training should be repeated later in the year.

5 Initial Survey

Members thanked SW for her hard work compiling the draft survey.

Members thanked CW for her work going through the draft survey.

The draft survey was discussed in detail and amended using a laptop and projector.

CW would go to community groups etc to promote the survey and to offer help to complete it.

It was also agreed that each section would start at the top of a page; that throughout the survey 'unsatisfied' would be changed to 'dissatisfied'; that under facilities 'cemetery' would be included in the list and that it would say 'neighbourhood development plan' consistently throughout the survey.

9 Date of next meeting – Tuesday 24th May 2016, 7pm at The Old School Centre.

The meeting closed at 9.30pm

Signed: _____ Date: _____

Name/Position: _____