

Minutes of the Illogan Parish Neighbourhood Development Plan Steering Group Meeting held on Tuesday 11th June 2019 at The Parish Council Office, Tolvaddon Business Park, Tolvaddon at 7pm

Present: Mrs A Prout (Chairman), Mr D Dolling, Mr J McKimm, Mrs C Williams and Ms S Willsher.

1. Welcome and Apologies

Mrs Prout welcomed everyone to the meeting and explained that the aim of the meeting was to finalise the closure of the Steering Group.

There were no apologies received, all members were present.

2. Successful outcome of referendum 11.04.19

It was felt that the NDP did well at referendum with a good turnout of 88%, which included a lot of postal votes.

3. Official signing off of NDP 24.05.19

Cornwall Council emailed on the 24th May 2019 with confirmation that they had officially signed off the Illogan Parish Neighbourhood Development Plan.

4. Financials – Costs Reports, handover of cheque to IPC

Mrs Prout gave the cheque to the Clerk of Illogan Parish Council.

Mr Dolling circulated a list of the entire income and expenditure since the Steering Group was set up in August 2016 to date. The Illogan Parish Neighbourhood Development Plan had cost a total of £5,500 to complete. This was a low cost when compared to the costings of other Neighbourhood Development Plans of a similar size.

It was proposed by Mr Dolling, seconded by Mrs Williams and voted on unanimously:

RESOLVED: that once the cheque to Illogan Parish Council had cleared and the bank balance showed £0 Mr Dolling would close the bank account and deposit all financial and other documentation at the Parish Council Office to be stored/archived for 7 years.

5. Closure of Steering Group

Following this meeting the steering group would be closed.

6. Any other business

Members discussed the frequency the Neighbourhood Development Plan should be reviewed by the Parish Council. It was agreed to recommend that the Plan should be reviewed annually alongside the Cornwall Council housing report.

The Clerk said that Cornwall Council were considering allowing a representative from Neighbourhood Development Plan Steering Groups to speak at their Planning Committee meetings, the Clerk had been asked to enquire whether anyone from the Steering Group would be willing to do this. It was noted that there would not be a Steering Group after tonights meeting and therefore it would not apply, however members were happy for Cllrs to contact them for advice on the Neighbourhood Development Plan in relation to planning applications.

7. Meeting closed

Mrs Prout thanked everyone for all of their hard work and closed the meeting at 7.20pm.

Signed: _____

Date: _____

Name/Position: _____