



**Steering Meeting
10th January 2018**

CARLYON PARISH NEIGHBOURHOOD PLAN

Minutes of the Neighbourhood Planning Steering Meeting held on the 10th January 2018 at the Tregrehan Methodist Centre at 6pm

Steering meeting members present: Graham Entwistle (chairman), Robin Malcolm, Juliet Aylward, , Mike Thompson, Kim Robertson.

Apologies for absence: Paul Trudgian, Fran Taylor.

Public attendees: No public attendees

Agenda

1. Review minutes
2. Questions from the public
3. Review questionnaires?
4. Update on Financials
5. Update on Publicity including latest draft questionnaires
6. Review project plan and actions
7. AOB
8. Agenda for the next meeting

Review minutes

- The minutes of December's meeting were reviewed by email and approved.

General public questions

- There were no questions from members of the public.

Review questionnaires

- Over 100 questionnaires had already been returned and some of these were reviewed informally by the Steering Group members present. More were expected before the deadline for the prize draw to take place on January 16th at the Parish Council meeting.

Financials Update:

- Everyone was asked to come up with ideas for what we want to spend any grant money on. Any application for grant money has to specify what it is to be used for

Update on publicity:

- RM emailed notice of this meeting to residents who had provided email addresses and sent a newsletter to Parish Clerk Julie Larter for inclusion on the Parish website and noticeboards.

Actions and plan update

- Village Design Statement: After studying a map of the Parish, it was divided up into 9 areas and each member of the Steering Group was assigned an area to cover as part of the research.
- Areas 1, 2 & 3 - Paul Trudgian, Graham Entwistle and Kim Robertson
- Areas 4 & 5 – Fran Taylor
- Areas 6, 7, 8 & 9 – Juliet Aylward, Robin Malcolm & any helpers they can find
- GE will ask Cornwall Council to produce a map showing these 9 areas.

AOB

- No additional business

Agenda for the next meeting

1. Review minutes
2. Public participation / questions?
3. Update on analysis of questionnaire responses
4. Update on Financials
5. Review project plan and actions
6. Update on any actions coming out of last minutes
7. AOB
8. Agenda for the next meeting

Date of next meeting Tuesday 13th February 2017