



Steering Meeting
15th Feb 2017

CARLYON PARISH NEIGHBOURHOOD PLAN

Draft minutes of the Neighbourhood Planning Steering Meeting held on the 15th February 2017 at the Tregrehan Methodist Centre at 6pm

Steering meeting members present: Claire Hurley, Elaine Burgess, Fran Taylor, Graham Entwistle, Helen Nicholson, Juliet Aylward, Robin Malcolm, Paul Trudgian Kim Robertson (New member).

Public attendees: Cllr Alan Moore, Geoff and Jen Smith, A.P George, Peter Browning, Nick and Liz Haskins.

Apologies for absence: were received from Emma Ball and Julia Keep

Agenda

1. Appointment of a secretary – to take minutes
2. Review minutes
3. Update on project planning
4. Update on Publicity
5. Update on actions coming out of last minutes
6. AOB – financials

Appointment of a secretary

No one was prepared to take minutes so GE agreed to send them out

Review minutes

The minutes previously circulated were approved by the Steering Group

Publicity update

Juliet Aylward and Robin Malcolm have been doing a sterling job publicising the meeting and sending out bulletins. People attending the meeting had seen the lamppost updates. Further publicity was noticed in the Voice newspaper.

- A bulletin would go out every month
- Ken stark went around and put the bulletin on the notice board and lampposts– Many thanks
- The introduction is being drafted – this was read out and well received

General public questions

Question on the precept and if it would likely go up due to the overhead of the NP being in place – This was thought a question for the Parish Council but thought unlikely.

Financials update

Cllr Fran Taylor updated the meeting with the status of the financial grant application, in that we would not apply until the new financial year.

It was agreed that costs should be sought on helping the Steering Group apply for grants

Planning

GE went through the outline plan and agreed to circulate the plan and hopefully have a hard copy for the next meeting

One point GE raised was the plan has two questionnaires and the value and purpose of this was discussed and it was agreed that we would have a short questionnaire to raise awareness before producing the full one

Agreed that our publicity team would work on the 4/ 5 questions

– This would include a bulletin to explain the plan

Update on actions coming out of last minutes

- Request the Parish Council produce some large-scale maps of the Parish. Cllr Entwistle - *Completed*
- Book the Chapel for the 15th Feb 2017. Cllr Entwistle - *Completed*
- Content Editors work on the introduction to the Carlyon Parish. Juliet Aylward, Robin Malcolm - *Completed*
- Review the two documents and Previous Parish Plan. All - *Completed*
- Send steering Group (SG) the TOR. Cllr Entwistle - *Completed*
- Follow up on the grants available. Cllr Taylor - *Completed*

AOB

Volunteers were asked if they would like to join the steering group from the 13 people in attendance and Kim Robertson agreed to join the team