

LUXULYAN NEIGHBOURHOOD PLAN (LNP)

MEETING MINUTES 14TH NOVEMBER 2016

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| Meeting called by | LNP Steering committee |
| Note taker | Judy Kosh |
| Attendees | |
| Luxulyan Parish | George Haywood, Roger Smith |
| LNP Committee | Simon Hall, Michael Coleman, Dave Surname, Andrew Pearson, Lawrence Moores, Judy Kosh |
| General Public | Robin Stephenson, Sarah Stephenson, Bridget Lee, Tony Lee |

| Discuss the Themes for LNP | | |
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| Discussion | | |
| Group discussion to try and establish the core structure of the LNP taking into account the constraints of the 'Cornwall local Plan Strategic Policies 2010- 2030' and the Neighbourhood Planning Regulations and legal requirements. | | |
| Conclusions | | |
| Further investigation by the steering committee is required to understand the objectives and constraints of the Neighbourhood plan. This was made apparent as general public attendees were asking for information of what is and isn't considered and we're not able to accurately advise at this early stage of the process. | | |
| Next meeting will be an internal meeting so that objectives can be met. i.e. not open to the public | | |
| Action Items | Person | Deadline |
| Read Neighbourhood Development Plans (NDP) located here: https://www.cornwall.gov.uk/environment-and-planning/planning/neighbourhood-planning-toolkit/neighbourhood-development-plans/ | LNP Committee, George Haywood, Roger Smith | 28 th November |
| Read snippets of the 'Cornwall local Plan Strategic Policies 2010- 2030'. In particular, the objectives as highlighted by Simon on page 10 & 11. https://www.cornwall.gov.uk/media/22198093/local-plan-combined-version-with-main-and-minor-modifications-04_10_16.pdf | LNP Committee, George Haywood, Roger Smith | 28 th November |
| Map themes from the survey results of the initial meeting held in July to the Guide notes detailed in 'Developing your plan's themes, visions and objectives'. | Lawrence Moores | 28 th November |

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| Ask Tracy of CRCC if she can provide a demographic of Luxulyan Parish and confirm the date this can be supplied | George Haywood | 28 th November |
| Obtain a map of the parish that highlights key areas. | Roger Smith | 28 th November |

| Communication plan | | |
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| Discussion | | |
| Confirm how we're going to manage information i.e. documents, emails within the group and external communication to the community | | |
| Conclusions | | |
| Documents will be stored on one repository; access will be given to all committee members. A projector is required so we can view all documents rather than print these out. To safeguard our personal information a generic email will be used as central point of communication for the group and external members. | | |
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| Action Items | Person | Deadline |
| George to request from CRCC log-on details of the on-line portal so we can store documents in one place | George Haywood | 28 th November |
| Read Neighbourhood Planning Steering Group Sample Terms of Reference and adhere to it. | LNP Committee, George Haywood, Roger Smith | 28 th November |
| George to book the hall on the 29 th November 6.45pm | George Haywood | 28 th November |
| George to obtain diary of the hall so we can book future meetings in advance. | George Haywood | 28 th November |
| George to look into options of securing a projector for future meetings | George Haywood | 28 th November |
| George to borrow a projector from the Parish if the above action is not completed in time for the next meeting | George Haywood | 28 th November |
| Judy to download relevant documents on to a laptop ready for the next meeting | Judy Kosh | 28 th November |
| Lawrence to confirm agenda for the next meeting | Lawrence Moores | 21 st November |