

Luxulyan Neighbourhood Plan – Steering Group - Meeting 18th April 2017

Attendees: Mick Coleman, Nick Legard, Andrew Pearson, Robin Stephenson, Roger Smith, George Haywood, Judy Kosh.

Absent: Simon Hall, Dave Bunt and Lawrence Moores.

Summary:

- New Chairman (Robin) and Vice-Chairman (Nick) elected.
- Roger, Mick and Judy advised they'd be interested in going to the Landscape Character meeting.
- Still awaiting clarification from CRCC as to spending grant money for Internet installation.
- Require assistance from CRCC as to further grant applications.
- General unhappiness with BaseCamp with most people unaware how it is to be used.
- Updated documentation to be produced for next meeting.
- Aiming for a public consultation during Feast Week, Plant Swap, Pub quiz night, post church service, pub coffee morning

Actions from previous meeting

- 1) Contact CRCC for request assistance for Andrew Pearson in completing End of Grant documentation.
Complete
- 2) Robin Stephenson, Roger Smith & Nick Legard to meet again (date TBC) to prepare version 3.0 documentation, listing primary headings/table of contents etc. Ideally to be submitted to the group before the next meeting (May 16th) for discussion and development of point for action.
Ongoing
- 3) Contact CRCC for assistance in further grant application.
Ongoing
- 4) Contact CRCC to determine if there is any documentation/assistance available to help members get to understand how to use BaseCamp.
Ongoing
- 5) Determine which Parishes in Cornwall already have a Neighbourhood Plan in place.
Complete
- 6) Ideas for public consultations, provisionally Feast Week, School Fete, FOLV 20-year anniversary, Plant & Seed Swap.
Ongoing
- 7) CRCC to review draft plan with their planner and update headings accordingly.
Complete
- 8) Ask CRCC if grant money be used to pay for Internet connection.
Ongoing

Actions from this meeting.

- 1) Review if an Internet connection can be paid for with LNP funds.
ACTION: GH – *Still awaiting confirmation from CRCC that grant funds can be used this way.*
- 2) Discuss internet connection with Chairman of the Village Hall as they have concerns that if internet is present at the institute also this could take business away from the village hall.
ACTION: GH
- 3) Obtain up-to date quote from BT. Please ensure it's 'Super-Fast broadband'.
ACTION: GH/NL
- 4) CRCC to advise on the date of the Landscape Character assessment session at Treverbyn.
ACTION: JK – *Treverbyn date set for the 15th May, JK to speak to them to confirm if we can join and the costs.*
- 5) Judy to upload the current project plan to BaseCamp so CRCC can review and update themes.
ACTION: JK – *convert plan to Excel and upload.*
- 6) Robin Stephenson, Roger Smith & Nick Legard to arrange a meeting date and time between them to draft proposal for consultation and if time further update documentation.
ACTION: RS, RS, NL
- 7) Contact CRCC for assistance in further grant application
ACTION: AP
- 8) Contact CRCC to determine if there is any documentation/assistance available to help members get to understand how to use BaseCamp.
ACTION: GH – *chase CRCC for an update*
- 9) Speak to organisers/venues of Feast Week, Plant Swap, Pub quiz night, church service, and pub coffee morning to see if we can set-up a stand/event at the same time to reach different audiences. This will be allocated once consultation plan is agreed.
ACTION: To be allocated on 16th May
- 10) Send all meeting minute notes to Christine on the Parish council
ACTION: JK – *send to Roger and Christine.*

Next Meeting: 16th May 2017 18:30pm