

## Neighbourhood Plan Steering Group

Meeting of 26<sup>th</sup> July 2016

### Record of Decisions and Actions

1. The Minutes of the previous meeting were agreed.
2. Confirmed that John Scott will keep the record of Decisions and Actions in future.
3. Noted that Town Council had approved Summer Newsletter and the appointment of new members of the Steering Group.
4. Resignations of members noted.
5. Agreed to appoint consultants to undertake final 'polish' for style and legal compliance.

**Action:** David Guiterman to explore financial provision for this with Town Council

**Action:** David Guiterman to explore with Tasha Davies and Colleen O'Sullivan approximate figures for consultancy charges. Also to explore with Fowey Council.

**Action:** Mike Shillaber to contact CICC for information about consultants.

6. Received Dummy Plan update.

**Action:** John Scott to continue drafting of contextual sections.

7. Need to consider further outreach to other groups: 'be creative'

**Action:** All to consider and bring to next meeting.

**Action:** David Guiterman to put this on the Agenda.

10. Received and approved Ian Gillette's draft housing model and associated proposals.

**Action:** Ian Gillette to take to Town Council and bring back to next meeting for update.

11. Noted Council approval of Business Survey.

**Action:** David Guiterman to draft covering letter. To liaise with Business Group over email distribution.

**Action:** Pam Jarrett to handle paper copy distribution arrangements.

**Action:** All to channel ideas and suggestions to John Scott who will continue to draft Economic section of plan in advance of survey results and further consultations.

12. Noted need to have proposals for Community and Heritage for 24<sup>th</sup> September Consultation day. Noted need to ensure that 'Community wellbeing' includes not only sport but provision for health, education, etc.

**Action:** David Guiterman and Mandy Barrass to liaise over plans

**Action:** Dave Robson and Gill Parsons to feed ideas to DG.

**Action;** David Guiterman to circulate Cornwall Council Tool Kit and place in Dropbox.

13. Website Content. Noted that relevant information has to go on website as a way of communicating and mobilising local people.

**Action:** Ian Gillette and Pam Jarrett to check on access and editing rights for website and confirm how information is to be uploaded.

14. Next meeting: August 23<sup>rd</sup>. Probable venue: Church Rooms.

**Action:** All to send Agenda items to DG by August 13<sup>th</sup>.