

# Lostwithiel Town Council–Neighbourhood Plan Steering Group

Meeting agenda Tuesday 27 September 2016

The Platform; Lostwithiel Station at 7pm

**Housekeeping – Neighbourhood Plan Steering Group Chairman Deputy Mayor Mrs P Jarrett will advise the evacuation routes in case of an emergency**

1. Apologies for absence.
2. To appoint a minute-taker for this meeting.
3. To approve the minutes of the Neighbourhood Plan working party meeting held on 24 August 2016.
4. To note and record the decisions of Lostwithiel Town Council regarding the Neighbourhood Plan.
5. Steering Group Membership – to recommend to Council the appointment of further volunteer(s) to the Neighbourhood Plan Steering Group.
6. Draft Outline plan update (John Scott).
7. Housing update (Ian Gillette).
8. Environment, Heritage and Community & Recreation; how to progress these NP areas.
9. Transport update.
10. Consultation Event Saturday September 24; report.
- 11.Environment update (David Guiterman).
- 12.Community and Recreation update (David Robson).
- 13.Heritage update (Gill Parsons).
- 14.Project Plan–to review the updated project plan timetable; (see attached)
15. How to engage with additional sectors of the community.
- 16.Neighbourhood Plan website–to update the Steering Group and to decide what documents should be placed on the website.
- 17.Items for the meeting to be held on 25 October 2016. Deadline for submission Saturday October 14th. Please send items to David Guiterman (david.guiterman@btinternet.com)