

# LUXULYAN NEIGHBOURHOOD PLAN (LNP)

MEETING MINUTES 17<sup>TH</sup> JANUARY 2017

<b>Meeting called by</b>	LNP Steering committee
<b>Note taker</b>	Judy Kosh
<b>Attendees</b>	
<b>Luxulyan Parish Council</b>	Roger Smith
<b>LNP Committee</b>	Simon Hall, Michael Coleman, Lawrence Moores, Andrew Pearson, Nick Legard and Judy Kosh
<b>Absentees</b>	George Haywood, Dave Bunt and Robin Stephenson
<b>General Public</b>	

## Discussion

Group discussion focusing on:

1. Spending /logistics issues (LM/JK)
2. Project Plan – agree milestones over the next 12-18 months (JK to lead)
3. Engagement strategies – agree approaches to specific bodies/ households to consult (LM to lead)
4. Discussion on overarching ethos of Luxulyan Neighborhood Plan (LM to lead)
5. Plan for bringing in CRCC to advise at next meeting (GH/RS?)
6. AOB

## Conclusions

1. Obtaining an internet connection at the community hall was discussed as this will be a valuable asset for the LNP project and the community.
  - a. As a result, we need to establish who will pay for this annual contract as the LNP committee will be dissolved once the objective has been met and use on the service will not be restricted to the LNP.
  - b. It was decided that different groups that utilise the hall will be approached to see if they would pay a percentage of the fees.
  - c. Andrew as treasurer will need to review the LNP budget to verify what can be contributed if anything.
2. Draft project plan was reviewed
  - a. a brainstorming session took place to establish core themes and their sub-headings as a starting point prior to in the investigation of these themes
3. CRCC need to be brought in to verify if we're taking the correct approach and provide advice on professional bodies that can assist in our research.
4. A draft mission statement/ethos will be produced by the LNP chairman

5. As per point 3, CRCC will be required for the next meeting to check our approach.
6. AOB:
  - a. Steering committee meetings will be set on a monthly basis, however ad-hoc meetings can take place more frequently and during any day of the week.
  - b. meeting will be the third week of the month.
  - c. Next meeting will be an internal meeting so that objectives can be met. i.e. not open to the public

Action Items (17.01.17)	Person	Deadline	Status
Discuss internet connection with the Institute, Parish Council, valley Partnership and FOCAL	Roger & Nick	10 <sup>th</sup> Feb	
Roger to send Andrew details of Christine Wilson who is the Clark at the Council responsible for the LNP funds	Roger	10 <sup>th</sup> Feb	
Andrew to email Christine to obtain budgets, location of funds, process of requesting these, timeline, documentation etc.	Andrew	17 <sup>th</sup> Feb	
Roger to summarize the local plan into the themes we've began to produce and send to Judy so the plan can be updated	Roger	17 <sup>th</sup> Feb	
Nick to look into other similar local plans to see if we can learn and adopt any of their ideas.	Nick	20 <sup>th</sup> Feb	
Lawrence to draft mission statement/ethos	Lawrence	21 <sup>st</sup> March	
CRCC to be booked for next meeting	Roger	6 <sup>th</sup> Feb	
Book the institute for every 3 <sup>rd</sup> Tuesday of the month at 6.30pm	Roger	6 <sup>th</sup> Feb	

Roger to email CRCC to add Robin and Nick to Basecamp	Roger	6 <sup>th</sup> Feb	
Judy to update the current project plan and distributed to the group	Judy	3 <sup>rd</sup> Feb	