

Luxulyan Neighbourhood Plan – Steering Group - Meeting 13th June 2017

Attendees: Mick Coleman, Nick Legard, Simon Hall, Robin Stephenson, Roger Smith, Judy Kosh, Dave Bunt, Sue Perry & Francis Payne

Absent: Lawrence Moores and Andrew Pearson

Summary:

- Still awaiting clarification from CRCC as to spending grant money for Internet installation.
- Require assistance from CRCC as to further grant applications.
- Updated documentation to be produced for next meeting.
- Public consultation during Feast Week postponed as we couldn't secure the grant in time.
- Aiming for public consultation in September, prior to this a leaflet in the August Granite Towers edition explaining the purpose.
- New Parish councillors, Francis and Sue attended and will continue to do so.
- Andrew Pearson stepped down via email from the committee due to work commitments, as a result we need to find a new Treasurer. Nick Legard volunteered to carry out this role temporarily.

Actions from previous meeting

- 1) Review if an Internet connection can be paid for with LNP funds.
Ongoing
- 2) Obtain up-to date quote from internet providers. Please ensure it's 'Super-Fast broadband'. Quote will be obtained once finances are in place.
Ongoing
- 3) 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.
Ongoing
- 4) Contact CRCC for assistance in further grant application
Ongoing
- 5) 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.
Complete
- 6) Robin to speak to Coleen O'Sullivan of Cornwall Council to discuss:
 - a. the level of detail required in the LNP
 - b. The period the consultation period has to last, we assume 6 weeks
 - c. Who pays for the referendum, i.e. does this need to be allocated out of the grant?**Ongoing** – 01209 616 964
- 7) Robin to attend Local Parish Meeting 18th May to update the Parish on the LNP progress.
Complete

Actions from this meeting.

- 1) Obtain costs and dates for the Landscape Character training session with Treverbyn.
ACTION: JK

- 2) Contact CRCC:
 - a. for assistance in further grant application
 - b. understand the lead time and cost for a mailshot to allow the questionnaire to be delivered to the Parish.**ACTION: RS**

- 3) Find and appoint a new Treasurer. Francis advised he may have someone in mind that may be suitable, in the meantime Nick agreed to carry out the role temporarily.
ACTION: FP

- 4) Contact CRCC to obtain log-on details to access Basecamp for Francis and Sue.
ACTION: JK

- 5) Collate costs for the grant application, these are to include:
 - a. Room Hire
 - b. Biscuits, tea & coffee
 - c. Landscape Character Assessment
 - d. Map of Parish (relates to point 1 on the questionnaire)
 - e. Publicity / events
 - f. Questionnaire (printing and postage)
 - g. Consultant/advice

Next Meeting: 18th July 2017 18:30pm