Luxulyan Neighbourhood Plan – Steering Group - Meeting 21st March 2017

Attendes: Mick Coleman, Nick Legard, Andrew Pearson, Robin Stephenson, Simon Hall, Roger Smith, Dave Bunt, George Haywood.

Absent: Judy Kosh

Summary:

Urgent assistance required from CRCC to complete End of Grant documentation.
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.
Preliminary documentation to be produced for next meeting.
Aiming for a public consultation during Feast Week (3rd week in June)

Actions from previous meeting

1) Review if an Internet connection can be paid for with LNP funds.
    Current funds will all be used by CRCC invoice and room expenses so far. Still awaiting confirmation from CRCC that grant funds can be used this way.

2) CRCC to confirm the Pro-rata number and target housing number.
    Completed.

3) CRCC to advise on the date of the Landscape Character assessment session at Treverbyn.
    Ongoing.

4) CRCC to send invoices for services to date.
    An invoice has been received but needs to be adjusted.

5) Judy to upload the current project plan to BaseCamp so CRCC can review and update themes.
    Believed to be completed but members are having difficulty opening the documents.

6) CRCC to review draft plan with their planner and update headings accordingly.
    No update.

Actions from this meeting.

7) Contact CRCC for request assistance for Andrew Pearson in completing End of Grant documentation.
    ACTION: AP, GH

8) Robin Stephenson, Roger Smith & Nick Legard to meet 28th March to prepare initial documentation, listing primary headings/table of contents etc. Ideally to be submitted to the group before the next meeting (April 18th) for discussion and development of point for action.
    ACTION: RS, RS, NL

9) Contact CRCC for assistance in further grant application.
   ACTION: AP

10) Contact CRCC to determine if there is any documentation/assistance available to help members get to understand how to use BaseCamp.
    ACTION: GH

11) Determine which Parishes in Cornwall already have a Neighbourhood Plan in place.
    ACTION: GH

12) Ideas for public consultations, provisionally Feast Week, School Fete, FOLV 20 year anniversary, Plant & Seed Swap.
    ACTION: ALL

13) Ask CRCC if grant money be used to pay for Internet connection.
    ACTION: GH

Next Meeting: 18th April 2017   18:45pm