

Luxulyan Neighbourhood Plan – Steering Group - Meeting 18th July 2017

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

Absent: Dave Bunt

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.
- Aiming for public consultation in September, prior to this a leaflet in the August Granite Towers edition explaining the purpose.
- We are still yet to find and appoint a new Treasurer.
- The Parish has confirmed they'll fund half of the internet connection at the institute.

Actions from previous meetings:

- 1) Judy to obtain costs and dates for the Landscape Character training session with Treverbyn.
Ongoing
- 2) Find and appoint a new Treasurer.
Ongoing
- 3) Contact CRCC to obtain log-on details to access Basecamp for Francis and Sue.
Complete
- 4) Review if an Internet connection can be paid for with LNP funds.
Ongoing
- 5) 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
- 6) 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
- 7) Contact CRCC for assistance in further grant application
 - a. How we apply for the grant
 - b. How much have we spent already?**Ongoing**
- 8) 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?
 - d. Affordable housing requirement**Ongoing** – 01209 616 964

Actions from this meeting.

- 1) Review costs/quotes to confirm if VAT will be added, subject to this the grant application funds will need to be adjusted

ACTION: RS

- 2) Add consultation budget to the grant as the grant period covers a six-month period.

ACTION: RS

- 3) Francis to ask the Parish if they would cover all the internet line set-up costs temporarily to prevent further delays while the committee secures the grant funds.

ACTION: FP

- 4) Confirm if the Parish has a Facebook page and if so can regular updates about the Local Plan be displayed on their page.

ACTION: SP

- 5) Design a LNP leaflet for the August Granite Towers edition

ACTION: Roger, RS & NL

- 6) Update project plan with milestones

ACTION: JK, RS

- 7) Revised September events have been identified to capture various audiences to inform the public of the LNP. These are:

- a. Plant Swap
- b. Harvest Festival
- c. Friends of the Valley
- d. School news letter
- e. LADS Panto

ACTION: Roger, RS & NL

Next Meeting: 15th August 2017 18:30pm