

**MINUTES OF THE LUDGVAN NEIGHBOURHOOD PLAN STEERING GROUP
HELD ON 1st SEPTEMBER 2015 AT THE OASIS CHILDCARE CENTRE ,
LOWER QUARTER, LUDGVAN.**

PRESENT: Graham Carter (Chair); Cllr Andy Branchett; Charlie Cartwright; Stephanie Hutchison; Lawrence Kay; Chris Phillips.

IN ATTENDANCE: Steve Hudson (Parish Clerk); Cornwall Councillor Roy Mann; Kieran Highman (Cornwall Council)

SG 43. Apologies for Absence:

Apologies were received from Steering Group Members Ian Pye (Vice Chair); Charles Osborne; Nicola Osborne; Cllr David Osmand; Joe Poynton; Cllr. Richard Sargeant; Jeff Scott.

SG 44. Minutes of the Meeting held on 4th August 2015:

The Minutes were **Approved as a true and correct record of the meeting.**

SG 45. Declarations of Interest:

None.

SG 46. Dispensations:

None.

ACTION BY

SG.47 Affordable Housing Working Group:

The Clerk updated the Group on the current membership, with Graham Warren having agreed to join and Roy Mann being the Parish Council representative.

Cornwall Council Affordable Housing Team had agreed to attend a meeting which has yet to be arranged.

Steve Hudson

SG.48 AONB Strategy Consultation Working Group:

The Clerk reported that as only a small area of the Parish was within the AONB, Cornwall Council representatives had declined the offer of a meeting to discuss the strategy. It was agreed that the Plan being updated would form part of the evidence base for the Ludgván NDP.

SG.49 St Michael's Way Meeting:

Stephanie Hutchison had attended a meeting organised by CERES which hoped to promote the St Michael's Way and that an exhibition in London was hoped to be arranged. The Chair thanked Stephanie for her update and hoped that the Steering Group and/or Parish Council may be able to get involved once plans have developed further.

SG.50 Questionnaire Analysis:

The Clerk presented the analysis that had been circulated prior to the meeting, it was agreed that it would provide a good starting point for the next phase of the project plan.

SG.51 Report of the Project Plan & Finance Sub-Group:

The Clerk presented the report and after discussion it was **RESOLVED** that:

ACTION BY

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| <p>(a) There is a need to determine an initial overall vision, key themes and task groups prior to commencing the next phase of the project and that this would form the bulk of the next meeting, the Clerk would produce a pro-forma for completion prior to the meeting to aid discussion;</p> | <p>Steve Hudson/All</p> |
| <p>(b) the production of a draft methodology for completing the evidence gathering and in depth consultation phase be delegated to the Project Plan & Finance Sub Group;</p> | <p>Project Plan & Finance Sub Group</p> |
| <p>(c) the Steering Group will update the Consultation Strategy in preparation for the evidence gathering and in depth consultation phase;</p> | <p>Steering Group</p> |
| <p>(d) once items (a) to (c) above are completed the Project Plan & Finance Sub Group will consider the need for and scope of any grant claim that may be required for approval by the Steering Group.</p> | <p>Project Plan & Finance Sub Group</p> |

The meeting closed at 8:13pm
Date of next meeting 6th October 2015