

**MINUTES OF THE LUDGVAN NEIGHBOURHOOD PLAN STEERING GROUP
HELD ON 14TH APRIL 2015 AT THE OASIS CHILDCARE CENTRE , LOWER
QUARTER, LUDGVAN.**

PRESENT: Graham Carter (Chair); Ian Pye (Vice Chair); Cllr. Eddy Edwards;
Stephanie Hutchison; Lawrence Kay; Charles Osborne; Nicola Osborne; Cllr. Richard
Sargeant; Jeff Scott;

IN ATTENDANCE: Steve Hudson (Parish Clerk) James Hardy (Community Network
Manager)

SG 4. Apologies for Absence:

Apologies were received from Cllr. Andy Branchett; Roger Pearce & Martin Turff.
Martin Turff had contacted the Clerk to say that he was no longer able to serve on the
Group due to work commitments.

It was agreed that the Clerk would contact those who had expressed an interest earlier to
try and get a volunteer.

SG 5. Minutes of the Meeting held on 3rd March 2015:

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

SG 6. Declarations of Interest:

None.

SG 7. Dispensations:

None.

SG 8. Initial Scoping Exercise:

James Hardy gave a presentation setting out the nature of the exercise that needed to be
undertaken and which captured the initial feedback received from residents where their
priorities were provided.

Ultimately people's concerns fell into two groups, the built environment and the non-built
environment. There would undoubtedly be a number of sub groups within each category
which could be determined by the groups in due course.

There were also some topics that may be cross-cutting such as the economy and
infrastructure and highways. The best way of tackling these would need to be determined
as work progresses.

One area which had been neglected in some of the initial Neighbourhood Planning
process was community engagement, this had caused issues at the Inspection Stage. It
was therefore felt vital that a Community Engagement group be formed and that a
strategy covering all types of engagement, including digital, be developed at an early
stage.

It was also suggested that two members of the Steering Group be assigned to each task
group to act as liaison and to take the initial lead.

The other vital task would be putting together the initial project plan and timeline.

It was **RESOLVED that:**

- (a) **the following task groups be formed in the first instance and that a call for
volunteers is made:**

The Built Environment

The Non-Built Environment

Community Engagement

- (b) **the Steering Group members assigned to each group are:**

The Built Environment - Ian Pye & Lawrence Kay

The Non-Built Environment - Stephanie Hutchison & Charles Osborne

Community Engagement - Nicola Osborne & Jeff Scott

- (c) **The focus of the Steering Group in the short term would be the Community Engagement Strategy and the Project Plan.**

Date of next meeting 5th May 2015 at 7pm at the Oasis Centre

The meeting closed at 20:24

DRAFT