

**MINUTES OF THE LUDGVAN NEIGHBOURHOOD PLAN STEERING GROUP
HELD ON 2ND JUNE 2015 AT THE OASIS CHILDCARE CENTRE , LOWER
QUARTER, LUDGVAN.**

PRESENT: Graham Carter (Chair); Ian Pye (Vice Chair); Cllr Andy Branchett; Charlie Cartwright; Cllr. Eddy Edwards; Lawrence Kay; Ginnie Odetayo; Charles Osborne; Nicola Osborne; Chris Phillips; Cllr. Richard Sargeant; Jeff Scott; David Seller.

IN ATTENDANCE: Steve Hudson (Parish Clerk);

SG 18. Apologies for Absence:

Apologies were received from Steering Group Members Roger Pearce and Stephanie Hutchison and from James Hardy and Roy Mann.
Due to a conflict with other meetings that will last until September it was felt that Roger Pearce's involvement should, in due course, be on one of the other thematic groups.

SG 19. Minutes of the Meeting held on 5th May 2015:

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

SG 20. Declarations of Interest:

None.

SG 21. Dispensations:

None.

SG 22. Engagement Strategy:

Members of the Sub-Group briefed the Steering group on progress to date and talked through the draft Engagement Strategy.
The initial phase of consultation, aimed at raising awareness and defining key issues and opportunities, would run until the end of October.
The requirements to provide evidence of all activity undertaken was stressed and a number of local events were targeted as opportunities to gather more information.
Following a wide ranging and detailed debate it was **RESOLVED that the following actions were required:**

- (a) **to procure two laminated maps for display purposes;**
- (b) **to invite a parish councillor to join the Engagement Strategy Sub Group;**
- (c) **to make some minor amendments to the Questionnaire;**
- (d) **to produce a separate questionnaire for the business community;**
- (e) **that the Clerk:**
 - i. **contact Towednack Parish Council regarding attendance at events in Nancledra and contacting Nancledra School;**
 - ii. **confirm the Statutory Consultees in the process;**
 - iii. **confirm the capabilities of the Council's website.**
- (f) **to set up a small sub group to lead engagement with young people to be led by Ginnie Odetayo**
- (g) **that David Sellar and Ginnie Odetayo would join the Engagement Strategy Sub Group.**

SG 23. Project Timeline:

The Clerk talked through the project timeline which still requires some work particularly for the later stages of the process.

SG 24. Resources and Grant Claim:

The Clerk set out the budget made available by the Parish Council being £7,000 over two years plus an additional sum of £2,789 being the under spend in the previous financial

year. In addition there was the possibility of a grant of up to £8,000. He went on to explain that the grant had some limitations, particularly that any project management activity undertaken by the Clerk could not be funded from it.

It was **RESOLVED** that:

- (a) **The Clerk bring grant application details to the next meeting.**

Date of next meeting 7th July at 7pm.

The meeting closed at 8:45pm