

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN  
MEETING No.13, HELD IN THE COUNCIL CHAMBER,  
ROCK METHODIST CHURCH  
ON WEDNESDAY, 12<sup>th</sup> DECEMBER 2012 @ 7pm**

Lowlands:	Cllr. Carol Mould (Chairman) Cllr. Gail Webb	Cllr. Nicola Gibson	Cllr. Chris Taper
Highlands:	Cllr. Brian Lane Cllr. Mike Parnell	Cllr. John Mably	Cllr. Brian Owen
CC:	Cllr. Brian Gisbourne		
In attendance	Mrs Thompson (Clerk)	Mr Snelling (Project Co-ordinator)	Mrs Helen Rawe

Minute	AGENDA ITEMS	Action
NDP110/12	<u>Apologies for Absence</u> – Cllr. Shepherd. Cllr. Blewett was not present.	
NDP111/12	<u>Meeting No.12</u> – Notes of the Meetings held on 9 <sup>th</sup> and 14 <sup>th</sup> November 2012 were previously circulated, via email.	
NDP112/12	<p><u>Project Manager</u> – Mr Snelling gave Members an update on the Meeting with the ‘Information Links’. He reported that it was hoped some of those present would join the ‘fact finding’ Working Groups. He then gave a brief report on the meeting he had attended with other members of the Community Network. One of the big issues is that CC’s Core Strategy has yet to be finalised and, of course, our NDP has to relate to this document.</p> <p><u>Projector</u> – it was <b>AGREED</b> to purchase a projector at a cost of £330, which can be used by both Councils and for this particular project. Mr Snelling to liaise with Mr Lawrence, regarding the purchase.</p>	Mr Snelling
NDP113/12	<p><u>Revised Terms of Reference for the Steering Group</u> – the SG worked through the draft ToFR and it was <b>AGREED</b> to adopt with amendments. The Clerk to circulate a revised version.</p> <p>Cllr. Gisbourne arrived at this point.</p> <p>Terms of Reference for the Working Groups to be drawn up by Cllr. Taper and Mr Snelling.</p>	Clerk  Cllr. Taper / Mr Snelling
NDP114/12	<p><u>Financial Items</u> –</p> <p>a. <i>Bank Account</i> – Cllr. Mould to obtain the paperwork to open an account for this project. NOTE – signatures to be Cllrs. Mould and Webb for Lowlands and Cllrs. Lane and Owen for Highlands.</p> <p>b. <i>Budget Monitor</i> – the Clerk will have this for the next meeting. A Budget to be set, in due course.</p>	Cllr. Mould  Clerk
NDP115/12	<p><u>Meeting Feedback</u></p> <p>a. <i>Information Links</i> – covered by NDP112/12 above.</p> <p>b. <i>Community Network</i> – covered by NDP112/12 above. Neighbouring parishes/town are roughly on a par with us, as regards progress. Wadebridge Town Council is seeking the views of their neighbours, with regards to what leisure facilities we would like to see. To be included in our questionnaire.</p>	
NDP116/12	<u>Questionnaire</u> – plan of action (see NDP117/12 below). The following information needs to be gathered (via WGs), to formulise the questionnaire:	

	<ol style="list-style-type: none"> <li>1. Housing needs –</li> <li>2. Environmental survey –</li> <li>3. Planning Groups – architectural style.</li> <li>4. Businesses – split into two groups: tourism and others.</li> <li>5. Infrastructure – roads, transport, school, parking, etc.</li> <li>6. Leisure – amenities in the parish and Wadebridge.</li> <li>7. Communications – how the SG is going to disseminate information.</li> <li>8. Vision Statement.</li> </ol> <p>Cornwall Council has indicated that only those on the Electoral Roll are eligible to vote in the referendum.</p> <p>NOTE – there are 642 properties in Highlands and 1,160 in Lowlands.</p>	
<b>NDP117/12</b>	<p><u>Information Links Meeting</u> – an email to be sent to the list of local organisations / businesses, setting out the WGs that need to be formed, together with a copy of notes from the meeting held on 28<sup>th</sup> November 2012. And to invite them to a meeting Wednesday, 9<sup>th</sup> January 2013, 7pm.</p>	Mr Snelling / Clerk
<b>NDP118/12</b>	<p><u>Key Activities</u> – the first draft was circulated and <b>APPROVED</b> at the meeting. It was thought preferable for 2-3 people to draw up a draft questionnaire, for further consideration by the SG.</p>	
<b>NDP119/12</b>	<p><u>Next Meeting</u> – see NDP117/12.</p>	
<b>NDP120/12</b>	<p><u>Meeting Closed</u> – 20.50pm.</p>	