

**AGENDA OF THE NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING No.15, TO BE HELD IN THE COUNCIL CHAMBER,
ROCK METHODIST CHURCH
ON WEDNESDAY, 23rd JANUARY 2013 @ 7pm**

Minute	AGENDA ITEMS	Action
NDP09/13	<u>Apologies for Absence</u> – Mrs Thompson, Clerk (previous engagement).	
NDP10/13	Meeting No.14 – Notes of the Meetings held on 9 th January 2013 were previously circulated, via email.	
NDP11/13	<u>Project Manager</u> – progress report from Mr Snelling.	
NDP12/13	<u>Terms of Reference for the Working Groups (WG)</u> – a draft copy for each WG was circulated at the last meeting. Members to approve and adopt.	
NDP13/13	<p><u>Financial Items</u> –</p> <p>a. <i>Bank Account</i> – update, regarding the opening of a new bank account. NOTE – the signatures are Cllrs. Mould and Webb for Lowlands; Cllrs. Lane and Owen for Highlands.</p>	
NDP14/13	<p><u>Questionnaire / Working Groups</u> – volunteers needed? Dates for meetings? NOTE – the WGs are expected to submit an interim report by 14th February 2013 and a full report by 31st March 2013. NOTE – Mr Guy Shaw Stewart is happy to gather any data for each WG in New Polzeath / Polzeath.</p> <ol style="list-style-type: none"> 1. <i>Housing Needs Survey WG</i> – remit: undertake an analysis of present residential property by quantity and type and the current and predicted future needs until 2033 across the St Minver Parishes. NOTE – attention needs to be given to the various Class Uses, e.g. holiday homes. NOTE – there are 642 properties in Highlands and 1,160 in Lowlands. WG Members: Mrs Helen Rawe, Mr Alex Roads. 2. <i>Environmental Survey WG</i> – undertake an analysis of present protected areas including SSSIs, AONBs, Common Land, Green Space, Marine Protection, Historic/Archaeological Sites, National Trust and potential development areas with development caveats across the St Minver parishes. Recommend maintenance/expansion of existing areas or creation of new ones. WG Members: Ms Di Millington (away most of February). 3. <i>Planning WG</i> – undertake an analysis of the style and mass of present architecture across the St Minver parishes and recommend the guidance to be incorporated in the NDP on the style and mass of future development. WG Members: Mr Guy Shaw Stewart. Information source/link: Mr Rob Mably, Mr Hugh Ridgway. 4. <i>Businesses WG</i> – undertake an analysis of (a) Tourism and (b) Other Businesses and Business Development Areas to establish the present and proposed future provision of tourism facilities including hotels, campsites, B&Bs and associated entertainment together with the characteristics of other businesses and business development areas including type, size, employees and future opportunities across the St Minver parishes. 	

	<p>WG Members: Mr Jeremy Davies, Mr Mike Parry, Mr Hugh Ridgway. Information source/link: Mr Rob Mably.</p> <p>5. <i>Infrastructure WG</i> – undertake a review of infrastructure including roads, transport, parking, footpaths, schools and communications to identify issues across the St Minver Parishes and relevant adjoining areas and recommend where the NDP needs to identify improvements through 2033 WG Members: Mr Alex Roads, Mr Charlie Turner. Information source/link: Mr Hugh Ridgway.</p> <p>6. <i>Leisure WG</i> – undertake a review of leisure amenities including sports fields, sports centres, swimming pools, playgrounds, community centres, cinemas, theatres, sailing, golf across the St Minver Parishes and relevant adjoining areas and recommend where the NDP needs to identify support and improvements through 2033. WG Members: Mr Jeremy Davies, Mr Charlie Turner. Information source/link: Mr Hugh Ridgway.</p> <p>7. <i>Communications WG</i> – identify what information needs to be communicated with whom, when and how. Create the Communications Plan and manage the formatting and broadcasting of the information. NOTE – there is a need to identify and understand the communication needs of our stakeholders, e.g. younger people use facebook. WG Members:</p> <p>8. <i>Vision WG</i> – identify appropriate scenarios that would impact how the St Minver Parishes may look in 5, 10 and 20 years, e.g. more or less tourism, more or less industrialisation, more or less green energy, minimum or more development, similar or different access and indicate how these might be reflected in the NDP. WG Members: Mr Rob Mably (light duties), Mr Mike Parry, Mr Hugh Ridgway, Cllr. Chris Taper. Information source/link:</p>	
NDP15/13	<u>Voting Criterion</u> – Members to receive a definitive answer as to who is and is not entitled to vote on the NDP Referendum.	Cllr. Gisbourne
NDP16/13	<u>Public Relations Person</u> – Minute NDP07/2013 refers. Members to consider making an appointment.	
NDP17/13	<u>Next Meeting</u> – TBC.	
NDP18/13	<u>Meeting Closed</u> –	