

**AGENDA OF THE NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING No.18, TO BE HELD IN THE COUNCIL CHAMBER,
ROCK METHODIST CHURCH
TO BE HELD ON WEDNESDAY, 20th MARCH 2013 @ 7pm**

Minute	AGENDA ITEMS	Action
NDP44/13	<u>AONB Pilot</u> – Minute NDP27/13 refers. Members to meet with Ms Tracey Edwards, CRCC, Ms Kath Statham (Landscape Officer) and Ms June Crossland (CC), to discuss how they could assist in the NDP process.	
NDP45/13	<u>Apologies for Absence</u> – Mr Snelling.	
NDP46/13	<u>Meeting No.17</u> – notes from the meeting, previously circulated via email.	
NDP47/13	<u>Project Manager</u> – Members to receive a progress report.	Mr Snelling
NDP48/13	<u>Terms of Reference for the Working Groups (WG)</u> – a draft ToFR for each WG had been circulated previously. Members to approve and adopt, following feedback from the WGs.	
NDP49/13	<p><u>Working Groups</u> – Members to consider a possible time extension for the WGs to submit their final reports.</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 – there are 642 properties in Highlands and 1,160 in Lowlands. WG Members: Cllr. Carol Mould (Leader), Mrs Priscilla Baxter, Mrs Helen Rawe and 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: Cllr. Carol Mould (Leader), Mr Chris Elwen, Mr Mike Hewitt and Ms Di Millington. 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: Cllr. Gail Webb (Leader), Cllr. Carol Mould, Mr Christopher Pearman and 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. WG Members: Mr Hugh Ridgway (Leader), Mr Jeremy Davies, Mr Henry Herzberg, Mr Mike Parry and Mr Rob Mably. 	Action

	<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</p> <p>WG Members: Cllr. Brian Lane & Cllr. Brian Owen (Joint Leaders), Mr Alex Roads and Mr Charlie Turner.</p> <p>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.</p> <p>WG Members: Cllr. Brian Lane & Cllr. Brian Owen (Joint Leaders), Mr Jeremy Davies and Mr Charlie Turner.</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.</p> <p>WG Members: Mr David Short and Mr Keith Snelling are the only Members, more are needed.</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.</p> <p>WG Members: Cllr. Chris Taper (Leader), Mr Henry Herzberg, Mr Rob Mably, Cllr. Carol Mould, Mr David Short and Mr Mike Parry.</p>	
NDP50/13	<u>Questionnaires</u> – Members to consider holding additional public consultation events (dates, times and venues) prior to the questionnaire being put together.	
NDP51/13	<u>Public Relations Person</u> – Minute NDP25/2013 refers. This would be an advisory position. The ideal candidate would be enthusiastic and knowledgeable in the subject. Cllr. Gisbourne to approach Sharps Brewery, to enquire if they may have anyone suitable and willing.	Cllr. Gisbourne
NDP52/13	<u>St Minver NDP Project Schedule</u> – Members to consider and agree the amendments, as outlined in the document emailed separately.	
NDP53/13	<u>Financial Items</u> – a. <i>Income & Expenditure Report</i> – copy to be circulated at the Meeting. b.	Clerk
NDP54/13	<u>Future Agenda Items</u> –	
NDP55/13	<u>Next Meeting</u> – TBC.	
NDP56/13	<u>Meeting Closed</u> –	