

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING No.27, HELD IN THE COUNCIL CHAMBER,
ROCK METHODIST CHURCH
ON WEDNESDAY, 20th NOVEMBER 2013 @ 7pm**

Lowlands:	Cllr. Carol Mould (Chairman) Cllr. Gail Webb	Cllr. Brian Gisbourne	Cllr. Chris Taper
Highlands:	Cllr. Brian Lane	Cllr. Brian Owen	
W/Groups:	Mr Hugh Ridgway Mr Jeremy Davies Mr Henry Herzberg	Mr David Short Mr Mike Parry Mr David Short	Mr Charlie Turner Mr Rob Mably
In attendance	Mr Keith Snelling	Mr Rob Lawrence	Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
NDP131/13	<u>Apologies for Absence</u> – Mr Christopher Elwen.	
NDP132/13	<p><u>Progress Reports on / from:</u></p> <ul style="list-style-type: none"> a. <i>Keith Snelling</i> – since the last meeting the most significant activity had been to produce the presentation for the Public Consultation Event on Monday. b. <i>Working Groups</i> – the following reports have all been received. <ul style="list-style-type: none"> i. <i>Housing Needs Survey WG</i> – ii. <i>Environmental Survey WG</i> – iii. <i>Planning WG</i> – iv. <i>Businesses WG</i> – v. <i>Infrastructure WG</i> – vi. <i>Leisure WG</i> – vii. <i>Communications WG</i> – viii. <i>Vision WG</i> – the following volunteers had expressed an interest in forming a Vision WG and to be involved with identifying principles as the basis for the NDP: Messrs. Henry Herzberg, Rob Mably, Alex Roads, David Short and Christopher Elwen (but his availability is limited). A start needs to be made before Christmas, and meeting dates will be set. c. <i>Local Landscape Area Assessment (LLAA)</i> – Cllr. Mould reported the team from CC will be in attendance on Monday. LLAs had been prepared for Polzeath and New Polzeath. 	
NDP133/13	<p><u>Public Consultation Events (PCE)</u> – Monday, 25th November 2013, 6.30pm, in the Rock Institute. The Institute is available from 4pm.</p> <ul style="list-style-type: none"> a. <i>Confirmation of Content</i> – Mr Snelling ran through the agenda. b. <i>Running Order</i> – The event will be recorded by Mr Martin Broadfoot and will be used to create a transcript, after which the recording will be wiped clean. Realistically the NDP will not be ready before February 2015. Further debate is needed on Development Boundaries, Number of Additional Residences, Cycle Tracks & Footpaths and Parking. c. <i>Duties</i> – Cllr. Mould and Mr Snelling will take the lead roles and introduce the topics to be addressed. Mr Mably offered to 'manage' the Discussion, Q&A section. A field will be made available for parking. Volunteers will set out chairs, put the projector and screen in position, provide refreshments, etc. Folding notice boards will be to hand. Mr Short will deal with the signing-in slips and Mrs Snelling will look after the guests. Cllrs. Gisbourne 	

	<p>and Owen will handle the roving microphone. Cllr. Mould will seek to borrow a lectern. Copies of the questionnaires and the report will be made available. Mr Lawrence will be in charge of the presentation.</p> <p>Mr Short asked if visitors should be allocated a member of the working group to liaise with. This idea met with general approval.</p>	
NDP134/13	<p><u>CC Neighbourhood Planning Team</u> – Members received feedback from Ms Chloe Pitt regarding the following points:</p> <p>a. <i>Housing Numbers</i> – CC's core strategy draft document for the next 25 years [life of the NDP] is 100 houses in the parish. Information, regarding the number of new builds the parish has had since 2010 [as these will count towards the 100], was provided by Ms Pitt and circulated via email.</p> <p>The Clerk left the meeting at this point.</p>	
NDP135/13	<p><u>Presentation</u> – Mr Lawrence ran through the presentation, which will be delivered to the Public Consultation Event on Monday.</p>	
NDP136/13	<p><u>Financial Items</u> –</p> <p>a. <i>Income & Expenditure Report</i> – circulated at the meeting. Copies of relevant invoices were provided to Cllr. Mould, who will submit them as evidence of expenditure to the grant funders.</p>	Cllr. Mould
NDP137/13	<p><u>Next Meetings</u> – TBC.</p>	
NDP138/13	<p><u>Meeting Closed</u> –</p>	