

# Stithians Neighbourhood Development Plan

## General Meeting

Wednesday 16<sup>th</sup> October 2019 at 7pm at Seven Stars, Stithians

Present: Joy Thomas, Roger Hocking, Ester Carol, Claire Newman

Minutes also circulated to: Phil Blease, John Calvert

No.	Item	Action
<b>1.</b>	<b>Previous Minutes</b>	
1.1	Previous minutes agreed, actions discussed.	-
<b>2</b>	<b>Plan Contents</b>	
2.1	<p>Claire has made a start on a policy list and contents of the main NDP document. Claire to continue working on this.</p> <p>Roger has started to write a 'vision' statement. He will circulate this to the group for comment.</p> <p>Claire commented how she had spoken to Mr Illsey very briefly at the school gates and had agreed she would email him some questions regarding school capacity etc. Claire also to chase Imogen regarding the Cornwall Council schools information she was going to try and get hold of. Joy offered to speak to the Doctors Surgery regarding numbers and need for expansion.</p>	<p>Claire</p> <p>Roger</p> <p>Claire Joy</p>
<b>3</b>	<b>Funding:</b>	
3.1	<p>Ester has made a start looking at the funding application, and is ready to submit the expression of interest. John Calder is to be the contact name on the application.</p> <p>Ester has some budget costs to set up a simple website for the group of £200-300. We will also need to purchase a domain name. We also discussed that the website just needs to be very simple, but that we should allow to upload all meeting minutes and other documents so that everything is in once place.</p> <p>Other costs to apply for include:</p> <ul style="list-style-type: none"> <li>- Rent of hall room</li> <li>- Cost of event at Farmers Market</li> <li>- Printing costs (although Roger's office can probably cover these, we agreed to include an allowance in the funding application.</li> <li>- Cost of appointing Cornwall Council affordable housing department to send out both the housing needs questionnaire and our NDP questionnaire.</li> </ul>	<p>Ester</p> <p>-</p> <p>-</p> <p>-</p>
<b>5</b>	<b>Community Consultation at Produce Market:</b>	
5.1	Claire confirmed she had been in contact with Michelle for space at the November produce market. Claire to check with Michelle on location and what space/wall area we have available.	Claire

	Claire said she would produce some children’s activity sheets, and some other promotional info ready for the market. We discussed doing a couple of competition type activities to encourage participation. For example, getting children to draw what they love most about Stithians, with sweets given out for completed sheets and a prize for the best. We agreed to meet on Wednesday 13 <sup>th</sup> before the market to agree what we were going to present.	Claire
<b>5</b>	<b>Questionnaire and Survey:</b>	
5.1	Roger has started looking at the questionnaire and will continue this.	Roger
<b>6</b>	<b>Landscape Assessments:</b>	
6.1	Joy passed Claire the annotated maps from the original LCA meeting where we worked up the landscape area types. Claire will retain these copies.  Claire is to give Joy paper copies of the assessment undertaken by the group and the ones she has done.  Roger to pass Joy a paper copy of his assessment.  Roger to print Joy a A1 map to enable her to transfer her grid onto the landscape character areas.  Joy will continue with the assessments.	-  Claire  Roger  Roger  Joy
<b>7</b>	<b>Next meeting</b>	
7.1	Next meeting agreed to be <b>Wednesday 13<sup>th</sup> November 7pm.</b>  Community consultation to be held on <b>Saturday 16<sup>th</sup> November 2019</b> at the Stithians Produce Market.	Ester.

#### Summary of Key Actions:

- Claire to issue Minutes.
- Claire to confirm Produce Market space.
- Claire to develop some printouts and community participation materials for the produce market event.
- Roger to distribute Vision Statement.

#### Agreed individual activities:

- Joy to continue with Landscape assessments, as time allows.
- Ester to fill in funding application.
- Claire to develop main NDP contents and a list of potential policies based on our meetings and feedback so far.
- Roger – to develop questionnaire.