

Dobwalls and Trewidland Neighbourhood Plan

Budget and Finance subgroup

Meeting 8th June 2017 11.00, JD Office, Liskeard

Present : John Dunn, Chair of D&T NP Steering committee
 Linda Coles, D&T Parish Clerk , Treasurer NP SC
 Mhairi Mackie Co-ordinator NP

Meeting Notes

• Locality funding application

- The meeting had been organised to go through the information available from Locality, the funder for Neighbourhood Plan projects to allow us to move forward and submit a funding application as soon as possible in response to the Cornwall Councillors recommendations at the meeting on 31st May 2017.
- MM had managed to get hold of the Locality forms which had been circulated in advance of the meeting and we went through some of the key information that will need to be included in the submission.
- The 14 page form is complex, and requires some detailed information from Cornwall Council officers which Linda will follow up before the Steering committee meeting on the 26th June. .
- The application also requires the submission of a detailed timetable of the plan process on a particular format which MM is working on. It was agreed that this was a good opportunity to revisit our own project plan, now that a clearer idea of the detailed activity which will be involved is emerging. This revised timetable will also be ready in advance of the next NP Steering committee meeting.

Timetable

- The current discussions between the Community Engagement group and the Questionnaire group in preparation for their joint meeting on the 19th June would be very helpful in agreeing a more detailed programme, and for identifying key costs which were likely to be incurred during the July 2017- March 2018 time period of the initial funding application.

Consultants

- It was also recognised that if we use consultants to assist us in the process –e.g. :
 - a) D&T NP Website design
 - b) Graphic Design for exhibition/ documents/ questionnaires etc
 - c) Survey design and analysis
 - d) Community event facilitators

Their costs and quotations would have to be included in the application.

- MM confirmed that Sandy Simmons had been in contact with Steven Beresford - Foster after the last Steering committee meeting, and he had offered to attend the SC meeting of the 26th June. It was agreed that he should be invited to join us at this meeting to talk about the particular benefits of bringing in such professional consultants and the costs of such an approach.

It was agreed that we should work towards submitting the funding application in early July 2017.

MM 14th June 2017