

Minutes of the Dobwalls and Trewidland Parish Neighbourhood Plan Steering Group Committee Meeting held in Dobwalls United Church Schoolroom, Dobwalls on the 23rd January 2019 at 6.30pm.

Present: John Dunn (JD) Chair, Tracey Kitto (TK), Mhairi Mackie (MM), Roger Thompson (RT), Phil Blee (PB), Mike Taylor (MT), Hugh Francis (HF), Linda Feek (LF), Sean Jackson (SJ) and Linda Coles (LC) Clerk.

Item No		Action By
1	Apologies Apologies were received and accepted from Davina Finch, Ailsa Tween, Brian Clark, and John Collis	
2	Timetable Update MM had circulated a new timetable and had printed off a copy of the Cornwall Council Timetable Template which shows that the Plan is fairly on track.	
3	Proposed dates for Steering Group meetings 2019 These meetings will continue to be held on the 4 th Wednesday of every month in Dobwalls United Church Schoolroom for the foreseeable future. LC will make sure that Alan Mayne has the dates.	LC
4	Finance Update MM, JD and LC had a meeting today to discuss a future budget for applying for funding. LC will get some quotes from Jeff Muir for submission to Locality and will look at applying to The Big Lottery if necessary.	LC
5	Report on Vision and Objectives MM had put together lists of objectives for the 6 Topic Groups, copies of which were handed round. MT put forward a motion, which was seconded by TK that to avoid considerable amount of time discussing the content of the Housing Topic Group's (HTG) vision and objectives, produced by MM, this should be a separate item on the Agenda of the next Steering Group meeting. In the meantime LC will email a copy of the HTG's original statement of vision and objectives to every member of the Steering Group for comparison to the version distributed in November and debate of what should be included in the document, at the next meeting. The other 5 Topic Group papers were discussed and agreed amendments made.	LC
6	How do we develop/agree a Joint Vision statement? There was discussion around engagement with the Community to enable an adequate response. How best to deliver the next survey; members of the Group are willing to deliver by hand house to house to ensure that every parishioner is aware of the need to complete it.	
7	Impact of proposed Community Governance Review There will be no impact on the Dobwalls and Trewidland Neighbourhood Plan because the area for the Plan has been formally designated so even if the Parish Boundary was to change in the future, the area of the Plan would reflect the Boundary as it is now.	
8	Any Other Business None	
9	Date of Next meeting The next Steering Group meeting will be held on February 27 th 2019 in Dobwalls United Church Schoolroom.	

There being no further business to transact the Chairman closed the meeting at 8.15pm.