

Minutes of the meeting of the Dobwalls and Trewidland Parish Neighbourhood Plan Steering Group, held on Wednesday March 28th 2018 in Dobwalls United Church Schoolroom, Dobwalls, commencing at 6.30pm

Present: John Dunn (JD), Chair, Roger Williams (RW), Mike Taylor (MT), Phil Blee (PB), Linda Feek (LF), Lorna Perrin (LP), Hugh Francis (HF), Sandy Simmons (SS), and Tracey Kitto (TK)

TK took notes of the meeting.

Item no		Action By
1	<p>Welcome and Apologies</p> <p>Apologies were received from Mhairi Mackie (MM), Pat Earl (PE), Marie Morford (MM'd) John Collis (JC) and Linda Coles (LC)</p> <p>Two members of the public attended the meeting, TK took their names and email addresses.</p>	
2	<p>External Consultant</p> <p>JD said that at the last meeting it had been agreed that he, LC and MM would meet with the Consultant, Boscawen CEP. This has happened. The Consultant had a different opinion regarding the Housing Survey and said that he had done it all for Roche and had a 40% response. LC, JD and MM had asked for a quote from the Consultant for designing, printing and posting the General Survey and the cost had come back at just under £1800. MM asked if this included the cost of analysing the returned surveys. JD will check this with LC. JD suggested getting the Housing Survey completed first and then look to send out the General Surveys with Topics before going to public consultation (not going to lots of visits with small groups). TK said that if we keep going back to the public after each survey then they are probably less likely to attend a meeting and it would be better to get all the Surveys completed before having the public consultation meeting. MM and JD discussed public consultation dates. JD proposed no public consultation until the surveys were in. JD asked if the Group agreed to take a consultant on board. It was agreed to engage Boscawen CEP, proposed by PB, seconded by TK with all in favour.</p>	<p>JD/LC</p> <p>LC</p>
3	<p>Topic Groups</p> <p>Housing. MT and JC discussed the Housing Survey. The letters should be going out to everyone on Friday. The survey will be available online on Saturday and will be out for six weeks consultation with the closing date being the 13th April. Cornwall Council charges £58 per hour and on top of the initial £1000 that was agreed they have had to do extra work at a cost of £696 approximately. A discussion was had regarding spending the extra money and it was agreed, proposed by JC and seconded by MM with all in favour.</p> <p>MT asked if LC will receive the invoice from Cornwall Council before the 31st march JD will check with LC.</p> <p>MT handed out a Flowchart (2018 Progression) for everyone to look at and read through.</p> <p>MM wanted everyone to discuss Visions, Aims and Objectives and have them ready for future meetings. JD said that once the surveys had been done it would be for the Parish to decide what their Vision, Aims and Objectives were.</p> <p>MT asked MM to forward email with attachments that he had provided to LC as soon as possible.</p> <p>JD suggested the next couple of weeks to think about the questions for the individual groups for the next round of surveys.</p>	<p>LC</p> <p>MM</p>

