

# **BUDOCK PARISH COUNCIL NEIGHBOURHOOD PLANNING**

## **STEERING GROUP**

## **M I N U T E S**

**Of the meeting held at Budock Village Hall on 15<sup>th</sup> July 2019**

### **1. Present**

David Heritage (Chair), Peter Fairbank, Peter Grounds, Eileen Bennett

Guest Malcolm Bennett

Apologies Nina Hann and Hilary Crewes

2. The Minutes of the meeting held on 1<sup>st</sup> April were agreed.
3. The document went for screening and feedback received from Cornwall County Council and its various interested departments. A group from Budock, David, Ivan, Hilary and Peter Grounds, went to the N.D.P. surgery to discuss the way forward. Esther Richmond attended the meeting, and advised that the formal signing off is a very slow process. Sarah Furley advised a possible date for this was January, although it may take longer. As a follow-up to our meeting, Sarah sent an e-mail with detailed advice and links to the “toolkit” for the Neighbourhood Plan.
4. a) David will complete the text of the draft NDP document  
b) David talked about the need for graphic design and proof-reading. Peter Fairbank offered to help with proof-reading, and Peter Grounds suggested we ask Mark Quilter if he could once again supply photographs. Three quotes need to be obtained for any graphic work and printing of the document.  
c) The information mornings in Budock and Treverva will be advertised by a flyer, to be printed and circulated by Cornwall County Council.  
d) The information mornings will follow the same format as last year’s events. Possible dates were discussed and 12<sup>th</sup> and 19<sup>th</sup> October were suggested for Budock and Treverva respectively. It is hoped that Esther Richmond may be able to attend one of the mornings to offer further information and advice to visitors. Peter Grounds will contact Lizzie and Peter Hick to ask them to help setting-up the hall, as they did before. N.B. A consultation period of six weeks starts when the N.D.P. is ready.  
e) A list of statutory bodies who will need to be consulted is available via the link; each needs to be contacted, and a volunteer is required to do this work.

f) Publicity will be in the form of posters around the villages, an item in the local press and details in the Treverva newsletter. This publicity could also perhaps include details of our litter pick.

g) Basic Conditions Statement – this can be done via a template to be found on line. Peter Grounds has offered to look into this.

h) Evidence base Action David to liaise with Nina to bring together the survey, questionnaire, etc. and catalogue all the information so far collected.

The date of the next meeting will be **Monday 5<sup>th</sup> August at 7.00 p.m.** in the Budock Village Hall.

The meeting ended at 7.50 p.m.