

# Polperro Neighbourhood Development Plan

## Steering Group Minutes

### Meeting 9

13<sup>th</sup> April 2016 09:30 at Pleydon Meadow

Agenda Item	Detail	Actions
<b>Members Present</b>	Paul Lightfoot (PL); Jackie Leftly (JL); Andy French (AF); Sharon Kelly (SK); Sally Harmer (SH); Andy Godsall (AG); Mike Rolls (MR);	
<b>Apologies</b>	Paul Vaughan (PV); Mike Jelly (MJ); Richard Rowe (RR); Robert Haycocks (RH); Karen Dalby-Agget (DA);	
<b>Minutes of the Last Meeting</b>	The minutes of the last meeting were approved.	
<b>Matters Arising</b>	There were no matters arising from the minutes.	
<b>Minutes-taking Process</b>	We will agree the minutes after each agenda point and check them at the end of the meeting.	
<b>Finance</b>	<p>MR raised a case in Haddenham, Bucks where the Sustainability Report was successfully challenged by the developer. Finance provision is needed for Sustainability Reports.</p> <p>AG corrected the minutes of the last meeting to reflect that the amount of the grant application was £2,678 and the steering group approved this application.</p> <p>Any expenses claimed should be made through AG.</p> <p>Monies received must be spent within 6 months of by the end of the financial year whichever is sooner.</p>	
<b>Review Recent Events</b>	<p>Meetings have taken place with:</p> <p><b>Harbour Trust</b> – A meeting with the Trust was held on 3rd March with PL/JL/SH in attendance. SH reported that the meeting went well and the trust is supportive of the NDP.</p> <p><b>Polperro School</b> – SH/AF met with Louise Gilbert (Headmistress) and Lucy Finnimore (Chair of Governors and Hyper-Active). They felt that from the school perspective that they would not put forward views but would comment on any proposals when they are developed.</p> <p><b>Friends of Kilminorth Woods</b> – PL/SH/AG attended a meeting on Friday 18 March. FOKW are focussed on issues relating to the woods with current concern over the lease to LBOA for the BBQ area.</p> <p><b>Drop-in Sessions</b> – These are proceeding well. Whilst the numbers attending</p>	

	are low, there have been good discussions and we have made contact with Polperro Residents that were not aware of the NDP.	
<b>Plan Forthcoming Events</b>	<p><b>Polperro Family History Society</b> – there will be a NDP display at their annual meeting starting at 10:00 on Saturday 23 ending on Sunday 24 April. Ideal time 10:00 to 14:00 on Saturday, AG/SH/PL to attend.</p> <p><b>Brownies &amp; Guides</b> – SH plans to meet with Karen Bowdler at 14:00 in the Village Hall.</p> <p><b>National Trust</b> – No response yet. Pursue via MJ.</p> <p><b>Drop In Sessions</b> – Events planned and resourced through May.</p> <p><b>Cornwall Council Workshop</b> – A list of bookings already approved by CC will be circulated. SK and MR asked to be added to workshops on 18th May and 16th May respectively, PL will ask CC for additional places.</p> <p><b>Legion</b> – AF to speak with Nicola Toms to request we present at a monthly meeting.</p> <p><b>Hyper Active</b> – Plan to meet with them on a Tuesday evening.</p> <p><b>Museum</b> – Already presented to the Chairman at the Village Hall Committee meeting. SH has emailed asking if they would like us to meet with them.</p> <p><b>Polperro Festival</b> – It is expected that the festival committee will be too busy organising the festival at the moment. SK to speak with Kelly Gilbert regarding having a presence at the festival.</p>	<p><b>MJ</b></p> <p><b>PL</b></p> <p><b>AF</b></p> <p><b>SK</b></p>
<b>Household and Business Questionnaires</b>	<p><b>Polperro School</b> – A copy of the Looe Academy questionnaire has been sent to Louise Gilbert who believes she can adapt it easily to suit the older years pupils. Currently planning to get the pupils to complete them in June.</p> <p><b>Household</b> – The draft questionnaire was discussed in detail and amended. A preference for a single questionnaire per household was made subject to input and advice from Cornwall Council. AG to contact David Read.</p> <p><b>Business</b> - To be discussed at the next, additional, meeting.</p>	<b>AG</b>
<b>Any Other Business</b>	None was discussed.	
<b>Date of Next Meeting</b>	<p>27<sup>th</sup> April 2016 09:30 – 11:30 at Pleydon Meadow. (Primarily to finalise the Household Questionnaire and discuss and agree the Business Questionnaire)</p> <p>18<sup>th</sup> May 2016 09:30 – 11:30 at Pleydon Meadow. (Monthly meeting)</p>	