

<p>NDP Steering Group Minutes – Monthly meeting 12<sup>th</sup> August2020</p>	<p><b>ACTION</b></p>
<p><b>1. Attendees: Mark Smith (MS) Keith West (KW) Michelle Wilkinson (MW) and Paul Simmons,</b></p>	
<p><b>2. Apologies received from Amanda Wills (AW), Bea Galke (BG)</b></p>	
<p><b>3. Minutes and Matters Arising</b> The minutes of 30<sup>th</sup> July2020 were read and approved Proposed KW Seconded MS</p>	
<p><b>3. Information and Updates</b></p> <p>3.1 MS confirmed Approval of Core Support for Design Codes, ACON (National Consultants for Locality representative will hopefully be in Mabe 1st week of September for a walk around to assess). Still awaiting confirmed date.</p> <p>3.2 KW reported re: Site Allocation. KW spoke to John Alford Cornwall Council Estate Management, CC do have plans for Sid Knowles yard but nothing they can share at the moment, after conversation no further contact has been forth.</p> <p>3.3 KW &amp; MS have zoom meeting booked for 9am 13<sup>th</sup> August re: NDP Planning discussion.</p> <p>3.4 MS to formal engage Paul Webber and get a draft agreement in place still ongoing.</p>	<p>MS</p> <p>KW</p> <p>MS/KW</p> <p>MS</p>
<p><b>4. Progress</b></p> <p>4.1 Paul Simmons formerly excepted onto NDP steering Group.</p> <p>4.2 Public engagement: MW reported meeting with Volunteer Cornwall Community development team Member Amy Brooks, who wants to work with the Parish and the NDP to help bring about projects for early years and youths within the Parish. Amy has worked with other Parishes to arrange online parental questionnaires and also gone into local schools to get children to fill in questionnaires about they would like to shape the futures of where they live. MW to invite amy to September NDP meeting.</p>	<p>MW</p>
<p><b>5. Forward Look/Next Stage Plan</b></p> <p>5.1 BG has added the draft questionnaire to NDP dropbox for steering group review.</p> <p>5.2 BG to talk to AW re commission of an engaging envelope design for questionnaire mail out. Decision has been made to send postcard out to all houses with link to do an online questionnaire and a telephone number for people who do not have access to internet so they can ring leave their address to have a questionnaire sent to them. MS reported this was recommended from CC during covid pandemic.</p>	

<p>5.3 MW reported quotes for printed envelopes C4 approx. £200 for 200 envelopes dependent on design. MW now to get quotes on Postcards.</p> <p>5.4 MW has meeting with University on 18<sup>th</sup> August and will chase for representative to join NDP and also follow up offer of program support from Falmouth University.</p>	<p>MW</p>
<p><b>6. Focus Groups and Reports</b></p> <p>6.1 KW reported that he had drafted the heritage policy and was forwarding it to Sue Short to review</p> <p>6.2 MS reported he now has up to date Chacewater NDP</p>	<p>KW</p> <p>MS</p>
<p><b>7. Finance</b></p> <p>7.1 MW had asked Parish Clerk for account on what is left for NDP but could not do this as in process of changing banks. MW to chase</p>	<p>MW</p>
<p><b>8. Members Reports (at Chairman's discretion)</b></p>	
<p><b>9. AOB/DONM</b></p> <p><b>The date of the next meeting is Thursday 3<sup>rd</sup> September 2020, 7pm via ZOOM.</b></p>	