

Minutes of the Kingswear Neighbourhood Plan Group

Date Sept 19th 2016 **Time** 1000am **Place** Overcreek

Members attending

Eileen Parkes, Jan Henshall, Lucy Payne, Liz Essex, Richard Whittaker Suzie Stevens, Brian Essex, Ann Searle. Visitor : Martin Parkes from Devon Communities Together.

Apologies

David Macilrath, Jim Maker

Declaration of Interest None

Topics Discussed

- 1) Minutes of 19th September 2016 agreed and signed by Eileen.
- 2) The meeting was devoted to details of the Grant Application Form and the questionnaire. Martin answered many questions.

Report from September 7th Meeting Actions

Since we had a visitor we concentrated on obtaining his help. Report will be dealt with at the next meeting.

Actions	By whom	Report
Liaison with Kingswear School for Eileen and Jan Henshall	Eileen	A meeting was cancelled due to ill health and Eileen will arrange another meeting.
Make arrangements with Sophie Fitzgerald from National Trust Estates to attend October council Meeting	Eileen	In progress
Residents Parking Group find out about the progress of concerns about parking places on road to Coleton Fishacre	Lucy	In progress
Noss Preview Meeting questions	Eileen	Pending – meeting to take place on 20 st September
Caravan Park at Hillhead questions	Liz	Waiting for end of season when they will be less busy.
Galmpton Holiday Park	Eileen	In progress
Name of RDYC contact	Eileen	It is Peter Robson

Report from September 19th Meeting Actions

Since we had a visitor we concentrated on obtaining his help. Report will be dealt with at the next meeting.

Actions	By whom
The feedback for Fun Day, the Open Meeting on 23 rd may, 2-4 Club	Richard and Suzie

and telephone comments Eileen has received will be incorporated into one document which already had combined the feedback from the two open meetings.	
The timeline was reviewed and a new target date was set for December 2017 from June 2017. The intermediate dates also need resetting.	Eileen and Lucy
Approach Martin with the following questions: a) Does it go to individuals or households? b) Is it just the electorate that are asked? c) Are they meant to be anonymous? d) Should they be numbered to stop unwanted copying? e) Clarify his quote - if the numbers is for 650 or 1300 people.	Eileen
Arrange meeting with Martin for 3 rd October 2016 at 1030	Eileen
Areas of Interest on the pre Grant application Form – need to ask Martin for clarification.	Eileen
Make contact with Alexis Higgins re footpaths from Hillhead to Kingswear	Brian
Village sustainability Assessment - individuals are encouraged to give feedback by 30 th September.	All

Actions

Actions	By whom
Martin to help formulate analyse and write report: £2100 Martin to input data £500 (we may or may not do this) Printing: AC Print and fold survey - £249 There would be 700 copies of the questionnaire, sent to all households, formulated for more than one person to fill it in.	Eileen to confirm with Martin
Envelopes price to be obtained Printing from home cost of ink	Lucy
Envelopes will be filled and hand delivered by volunteers.	All
Power Marketing to be asked for quote to collect questionnaire form responses for 400 houses as opposed to 700.	Eileen
Collect responses from Hillhead	Brian Liz, Jan and Lucy
Collect responses from Higher Contour Road Kingswear	Ann
Sundries banner, meeting room costs etc agreed at £494 to go on Application Form	All
Fill in Grant Application Form online at Overcreek on Friday 7 th October 2016 at 10am	Eileen, Suzie and Lucy

Next Meeting

Date 25th October 2016

Time 1030 am

Venue Sunny Cottage

Minutes approved

Date