

MINUTES OF THE MEETING

OF THE THURLESTONE PARISH NEIGHBOURHOOD PLAN STEERING GROUP

Held in the Yeo Room of the Parish Hall on 6 April 2016 at 2pm.

Present: Tony Goddard (Chairman) (AG), Sue Crowther (SC), Gary Luddington (GL), David Martin (DM), Robin MacDonald (RM), Judy Pearce (JP).

1. **Apologies:** Peter Hurrell (PH), Kit Marshall (KM), Charlie Mitchelmore (CM), Jill Munn (JM), Chris White (CW).
2. **The Minutes of the last meeting** held on 1 March 2016 were agreed with a minor amendment to the 'Homes' section.
3. **Matters arising not already on the agenda:** GL raised the question of commercial sensitivity with some of the research he had undertaken. It was agreed that evidence provided on a confidential basis would remain so and would not be in the public domain.
4. **Updates: - Funding:** DM explained that he had requested the formal grant offer letter to be resent and had now received it. He requires some information from the parish clerk and once the due diligence process has been successfully completed, the money will be paid into the parish council bank account.
Working groups:
 - a) **Homes:** (SC) The Housing Market Survey had been circulated to local estate agents and several completed forms had been received. The Housing Needs Survey (HNS) had been delivered to all households in the parish. In connection with this, JP to check with CM that the 'born and bred's' were reminded to return the HNS, TG likewise with PH. All those who had moved out of the parish and might not have been contacted should be covered by the last HNS question if alerted by friends and relatives, but there is no other way of 'finding' them. The evidence pro formas covering different areas of the parish were being updated and a meeting by two members of the working group with Nicholas Johnston (owner of Bantham Estate) had been arranged for 9 April.
 - b) **Economy:** GL is in the course of writing up his group's notes and is arranging to meet with the hotel shortly. A list of holiday lettings in the parish had been compiled by a NP volunteer.
 - c) **Wellbeing:** Two Family Events had been held over the Easter holidays. 25 questionnaires had been completed to date and more

questionnaires had been requested by families unable to attend. Grateful thanks to all those who helped make these events a great success.

d) HIRE group (Heritage, Infrastructure, Resources and Environment):

TG reported the group had had two meetings and he had subsequently circulated a list of actions to be completed. The group would have a further meeting the following week. RM is to raise the lack of mobile phone reception in the parish with the former parish councillor who had written the last report on the matter to establish the current position. The issue had also been raised in the open forum at the Parish Council meeting on 4 April. JP will find out from Bigbury the history of the installation of their mast. TG would contact Peter Sandford regarding the community heating project presentation at the parish council on the same night. *[His organisation is carrying out a feasibility study in Thurlestone as part of the project and has had discussions with the primary school.]*

5. **Questionnaire:** Everyone was reminded that the questions would be based on the fact-finding we had done and it was not meant to raise new issues. The results obtained from the Questionnaire would form the basis of the draft policies in the NP. Members were encouraged to look at questionnaires from made [adopted] plans.

6. **Review of the Project Plan and the way forward:** Upcoming events:
Tuesday 12 April at 7.30pm: Martin Parkes of Devon Communities Together, public meeting. Members to meet at 6.30pm at the parish hall to set up: RM and CW i/c. There would be coffee and tea and biscuits afterwards.
Wednesday 4 May at 2pm: Robin Toogood, South Devon AONB Manager, will address the Steering Group. Ideas are needed for future community events and SC suggested a Heritage Open Day. TG will be seeing Liz Webb about contacting residents through Church groups.

7. **Parish Website update:** The working groups page had now been updated, and a report and photos of the Wellbeing Family Events would be posted shortly. A logo for the NP had been prepared by Paul Martin, which was circulated and was well received by members. The group expressed their thanks.

DATE OF NEXT MEETING: WEDNESDAY 4 MAY AT 2 P.M. IN THE YEO ROOM

Actions required:

RM to obtain history of phone mast and establish present position.

JP to find out history of Bigbury phone mast.

TG to contact Peter Sandford regarding the community heating project.

TG to contact Liz Webb re Church based activities where we could present and inform parishioners about the NP.

All: Look at other questionnaires on the internet, particularly those for neighbourhood plans that had already been made.