

**MINUTES OF THE NEIGHBOURHOOD GROUP STEERING MEETING
HELD IN THE ICT SUITE, TREGAEGLE BUILDING, ROCHE CP SCHOOL
ON THURSDAY, 11TH SEPTEMBER 2014 AT 10.00AM**

Present: Lord Matthew Taylor (Chairman) Mrs. Julie Burdon (Parish Clerk), Parish Councillor Mrs. Irene Northey, Reverend Ruth Murfitt, Mr. Mike Tregaskes, Mr. John Murfitt, Mr. Dennis Barrasin

AGENDA ITEMS	Action
Apologies:- Mr. Martin Tippett, Cornwall Councillor John Wood, Mr. Nick Prescott	
Confirmation of Minutes of Meeting held on the 28th August 2014:- Minutes of the meeting held on the 28 th August 2014 approved and confirmed as accurate.	
<p>Public Meeting:- Matthew Taylor reported the public meeting has been booked for 7.30pm on Monday the 22nd September in the Roche Victory Hall.</p> <p>Action: Clerk to query when we could get into the Roche Victory Hall as it would be good to get in the hall earlier, about 6.30pm if possible, with members of the Steering Group to meet at this time to discuss any last minute matters. Councillor Mrs. I. Northey has agreed to open up as she has keys if possible.</p> <p>Action: Terms of Reference – Matthew Taylor will investigate a suitable copy and try to formulise a copy for the future.</p> <p>Action: Mr. Mike Tregaskis to speak with Harrison Burdon as he has a radio microphone to establish whether this would work with his system.</p> <p>Sarah Arden of Cornwall Council will be attending the public meeting to answer more technical questions.</p> <p>Clerk to take bullet point notes at the meeting, asking people for their names and where they live.</p> <p>Action: Clerk to confirm with Cornwall Councillor J. Wood that he has the public meeting date in his diary.</p> <p>Chairman of the Parish Council to open the meeting but Matthew Taylor would chair the meeting following this.</p> <p>After the public meeting the Steering Group will need to arrange the next meeting to arrange the next process. We can start to formulise the next stages.</p>	<p>Clerk</p> <p>MTaylor</p> <p>MT</p> <p>Clerk</p>
<p>Posters/Leaflets:-</p> <ul style="list-style-type: none"> • Poster/Leaflet draft circulated to be put up/delivered door to door to get the parishioners to the public meeting to be held on Monday 22nd September at 7.30pm. These had been circulated to Members of the Steering Group to distribute. • John Murfitt advised he had three bundles to be delivered to be delivered to Edgcumbe Road, Roche. He would arrange for delivery of these, along with posters in all the local shop. • Action: Clerk to speak to Roche CP School to ask whether they could put a notification in their weekly newsletter. 	Clerk
<p>Website:- Clerk advised the website is a working progress Action: Clerk to send a link to all members of the Steering Group and arrange for it to be linked to all other local websites and to circulate prior to the meeting for anyone in the village to view and circulate on.</p>	Clerk

<p>Next Steps:- Matthew Taylor reported we may need to speak to the Parish Council about funding the questionnaire but this can be discussed at the next meeting.</p> <p>It was also suggested to liaise with Cornwall Councillor John Wood about applying for funding from the Community Chest Action: Matthew Taylor to speak with Cornwall Councillor John Wood regarding funding for the questionnaire.</p>	MTaylor
<p>Any Other Business:- Matthew Taylor reported the Diocese are having a meeting on the 9th October with regards to the Glebe Land proposed development and he would update on this situation when known.</p> <p>The Steering Group resolved to carry out the traffic package as long as funding is available from the remainder of the £500.00 allocated by the Parish Council.</p> <p>It was suggested about a collection towards the Neighbourhood Plan being carried out at the Public Meeting to help communicate with the public better, i.e. posters, leaflet drops, etc. This would be voluntary for anyone wishing to donate.</p> <p>Action: Matthew Taylor would speak to Printing Company regarding assisting with printing.</p>	MTaylor
<p>Next Meeting:- Monday 6th October 2014 at 6.00pm in the ICT Suite, Tregagle Building, Roche CP School to be confirmed. Action: Clerk to confirm whether Cornwall Councillor J. Wood is available for this meeting</p> <p>There being no further business to discuss the meeting closed at 10.57am</p>	Clerk