

LUPPITT NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES OF MEETING HELD ON THURSDAY, 2 OCTOBER 2014 AT 7 PM IN LUPPITT VILLAGE HALL

Present: Gavin Brake, David Barlow, Kathy Crabb, Brian Pulman, Stephen Berry, Tom Nancarrow, Stephen Smith, Paul Weston (Consultant), Rosalind Buxton (Clerk)

Apologies: John Thorne, Paul Prettejohn, Adam Crabb, Annie and Nigel Laing

| ITEM | ACTION |
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| <p>1. Minutes of previous meeting</p> <p>Stephen B proposed that the Minutes of the meeting held on Tuesday, 8 July, be accepted as a true record of the meeting. This was seconded by Kathy – all in favour.</p> | |
| <p>2. Developing the vision, aims, objectives</p> <p>This item was deferred until the end of the meeting.</p> | |
| <p>3. Engaging with Businesses – next steps</p> <p>Rosalind will contact EDDC to obtain a list of business rate payers in Luppitt parish. A standard letter explaining the Neighbourhood Plan process and our progress so far will be sent to these businesses asking for their comments. Letter to be drafted by Rosalind and signed by Gavin. The group was happy for this to be done.</p> | <p>Rosalind Rosalind/Gavin</p> |
| <p>4. Arrangements for Consultation Event on 6 and 7 November 2014</p> <p>This will be the penultimate event. The final event will be the presentation of the Draft Plan. The format will be similar to the launch event. The display boards will contain some generic material common to the other parishes in the Blackdown Hills and also Luppitt's specific aims and objectives. Paul suggested that it would be a much more open discussion. The Steering Group should show what progress has been made so far and ask for comments. We need to encourage feedback because the aims and objectives can be added to or slightly amended.</p> <p>Rosalind has sent letters to all the statutory bodies and has produced a schedule of responses. Some bodies have expressed an interest in providing input to our Neighbourhood Plan. It was felt that the best way forward is to invite them to come along to our consultation event on 6 or 7 November.</p> <p>Information about the events will be put in the Luppitt Packet.</p> | <p>Rosalind Rosalind</p> |

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| <p>5. Item 2 - Developing the vision, aims, objectives and key themes for Luppitt Neighbourhood Plan (Paul Weston)</p> <p>Paul said we are half-way through the process. He had prepared a document giving draft aims with information taken from the analysis of the questionnaire forms. This formed the basis of a very productive discussion. Much thought was given to the draft aims and the impact they would have on Luppitt in the future.</p> <p>Gavin undertook to draw up a list of aims and objectives. He will email them to Rosalind who will then forward to the Steering Group for their comments within a week. When a final decision has been made on the aims and objectives, work can begin on the material needed for the display boards for the consultation events.</p> <p>Copy of aims and objectives to be sent to Paul.</p> <p>It was agreed to wait and see how things progress before arranging another meeting.</p> <p>The meeting closed at 8.50 pm.</p> | <p>Gavin Rosalind</p> <p>Rosalind</p> |