

Bodmin Neighbourhood Plan Steering Group

Meeting Notes

17th July 2019

Meeting commenced at 11.39 a.m

Persons present:

Town Councillors: E Ahearn
J Bassett
P Brown
J Cooper
P Cooper
J Gibbs
D Henderson
P Skea

In attendance:

Steve Facer – Town Clerk

Peter Martin – Executive Support Officer

NDP/2019/001 **Election of Chairman**

The steering group unanimously elected Councillor Jeremy Cooper as Chairman. Proposed by Councillor P Brown, seconded by Councillor E Ahearn. Voting pattern was 7 votes for none against.

NDP/2019/002 **Apologies for Absence**

All Councillors were in attendance and therefore no apologies were received.

NDP/2019/003 **Declarations of Interest**

No declarations of interest were made.

NDP/2019/004 **Dispensations**

No dispensations were made.

NDP/2019/005 **Terms of Reference**

The Steering Group considered the draft Terms of Reference in detail and on a line-by-line basis. A track changed version of the amended Terms of Reference (TORs) is attached to these notes.

It was agreed to submit these TORs to Bodmin Town Council for consideration and if appropriate adoption at its Special Council meeting scheduled for 31 July 2019.

It was further agreed to request that Bodmin Town Council includes 'Bodmin Neighbourhood Plan' as a standing item, of business on its Full Council agendas going forwards.

NDP/2019/006 Neighbourhood Plan Workshop

It was agreed by the Steering Group to hold two Neighbourhood Plan workshops.

3/8/19 at the Old Library Bodmin 10:00am

5/8/19 at the Shire House Suite Bodmin 6:30pm

NDP/2019/007 Membership of the Steering Group

It was agreed that the workshops set out in the above item NDP/2019/006 will be the initial method to raise wider community interest and awareness and that membership will be in line with the TORs once adopted by Bodmin Town Council.

NDP/2019/008 Any other information the Chairperson considers important

There were no other items for information.

The meeting closed at 1.10 p.m.