



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Steering Group for the Torpoint Neighbourhood Development Plan (NDP) held in the Committee Room, 4 York Road, Torpoint on Monday 21st June 2021 at 5.30pm.

PRESENT: Councillor Gary Davis (Chairman and Deputy Town Mayor), Councillor Mrs. Lizeta Fellows, Councillor Mrs. Chris Goodman, Sheena Morton and the Town Clerk - Milly Southworth (Clerk).

	ACTION
<p>13-21NDP Introductions All introductions were made.</p>	
<p>14-21NDP Apologies for absence Apologies for absence were submitted on behalf of Councillor Miss Rachel Evans BEM (Town Mayor), Councillor Mrs Kate Ewart, Rob White (Deputy Chairman), John Tivnan BEM. Also apologies were submitted from Miss Roz Baker and Keiran Moon.</p>	
<p>15-21NDP Declarations of Interest relating to matters on the agenda None.</p>	
<p>16-21NDP Minutes of the Steering group meeting The minutes of the previous steering group meeting held on Tuesday 25th May 2021 were taken as read, confirmed and accepted.</p>	
<p>17-21NDP Matters arising from the minutes</p> <ul style="list-style-type: none"> a) Terms of Reference: The revised Terms of Reference have been circulated. b) Declarations of Interest Forms (for completion by non-council steering group members): The Chairman explained the need for steering group members, who are not councillors to complete a Declaration of Interest Form and return to the Clerk. c) Minutes of the virtual Local Green Space protection meeting held Monday 7th June 2021. The minutes of the virtual Local Green Space protection meeting held Monday 7th June 2021 were taken as read, confirmed and accepted. d) Recruitment / advertising for new steering group members/volunteers. Posters have been distributed around the town, with no other applicants coming forward. 	
<p>18-21NDP Update on the next steps for the development of the Neighbourhood Development Plan The Chairman summarised the work still to be completed, including the knowledge/evidence base; final draft of information for green space protection plus the heritage statement.</p>	Clerk

