

<p>Mabe NDP Steering Group Minutes - 4th June 2020</p>	<p>ACTION</p>
<p>1. Attendees: Mark Smith (MS) Keith West (KW) Russ Winn (RW) 2. Bea Galke. (BG), Michelle Wilkinson (MW), Apologies Amanda Wills (AW)</p>	
<p>3. Minutes and Matters Arising</p> <p>The minutes of 7th May 2020 were approved, Proposed KW Seconded RW</p>	
<p>3. Information and Updates</p> <p>RW advised that the necessary Public Notice concerning land available for development had been advertised in the Falmouth Packet in the next available edition as at 12th May 2020 and the online version. To date there had been no response.</p> <p>BG advised that the Questionnaire had been circulated to the Steering Committee and she had received back comments which were duly noted and where necessary acted on. It was now a matter to determine when and who receives the completed version. The subject will be discussed in length at the meeting in July.</p> <p>MS invited the Committee to consider the most important aspects regarding the NDP, and five subjects were identified as Housing Development, Traffic, Greener Sites, Mineral Heritage and Strengthen Community.</p> <p>KW advised that the Housing Policy had been circulated to both the Parish Council and the County Council as well as copied to the Dropbox and on the NDP website. To date there had been no comment or feedback.</p> <p>MS and RW had a video link via Zoom with Paul Webber the Consultant who had been agreed by the Committee to be employed in the production of the Mabe Neighbourhood Plan. He confirmed he would work on a hourly rate of £50 and not subject to VAT. He would invoice monthly and report on his progress to RW and MS. MS and RW stated that his fees would not exceed £6,500 being a total of 130 hours.</p>	<p>MS/RW</p> <p style="text-align: right;"><i>Winn</i></p>

<p>4. Progress</p> <p>MS said he had been in touch with AW as agreed to enquire her continued involvement with the NDP Steering Group. Due to personal commitments during lockdown she said she would do what she could when asked. MS was not able to contact Trish Oeseplus via email.</p> <p>MS advised that he was near completion of the Grant Application and would make enquiries concerning additional funding opportunities. He said that the current Grant had been increased to £10,000 one time claim from the previous £9,000 limit.</p>	
<p>5. Forward Look/Next Stage Plan</p> <p>MW said that she would make enquiries to anyone who would be interested in taking on the task of Traffic within Mabe as part of the NDP initiative.</p>	
<p>6. Focus Groups and Reports</p> <p>No reports were presented</p>	
<p>7. Finance</p> <p>The Consultancy Fees have been set and agreed - see above</p> <p>A revised spreadsheet on the current and proposed expenditure had been provided to all Steering Committee members prior to this meeting</p>	
<p>8. Members Reports (at Chairman's discretion)</p> <p>None</p>	
<p>9. AOB/DONM</p> <p>The next meeting will be held on 2nd July 2020 at 7pm. and continue on the Zoom virtual method using the same codes as this month.</p>	
	