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| Item 2: Notes of Last Meeting  **LISKEARD NEIGHBOURHOOD PLAN TEAM Meeting No. 9** | | |
| **NOTES** | | |
| **MEETING DATE:**  14/07/2014 | | **MEETING VENUE:** Quimperle Room Public Hall, Liskeard |
| PRESENT: James Shrubsole, Lorna Shrubsole, Sally Hawken, Jane Pascoe, Roger Holmes, Steve Beresford-Foster. Apols from Rachel Brooks, Susan Shand, Sue Pike. | | |
| **NO.** | **ITEM.** | |
| 1. | **Declarations of Interest**  NONE | |
| 2. | **Notes of Last Meeting and Matters Arising**  NONE | |
| 3. | **Project Plan Review**  Brief review showed that project was on target but some rearrangement of sequence necessary to accommodate extended community engagement period. | |
| 4. | **Budget position**  Noted that project operating within draft budget at present. SBF to put together bid for Locality grant. | |
| 5. | **Forthcoming Community Engagement**  Arrangements Staffing arrangements for the community events, exhibitions and press announcements were agreed. It was agreed that the closedown for comments was 1st August and a press release announcing this would be prepared. | |
|  | **Update on Neighbourhood Plans**  SBF gave an update on the latest developments nationally involving Neighbourhood Plans. | |
| 6. | **AOB**  Volunteers evening – noted that this event on 31st August did not require full team attendance and would be handled by James and Steve. | |
| 7. | **Notes of actions agreed**  SBF to put together bid for Locality grant.  Agreed that the closedown for comments was 1st August and a press release announcing this would be prepared. | |
| 8. | **Recommendations to Town Council**  NONE | |