

**St Clement Parish Council**  
**Notice of Meeting of Neighbourhood Plan Steering Group to be held at 7.00pm**  
**on Thursday 12<sup>th</sup> April, 2018 at St Clement Parish Hall**

**Agenda**

**Present:**

- 1 Apologies**
- 2 To approve the notes of the previous meeting**
- 3 Matters arising**
  - a Actions from previous meetings – update/discussion**

Update by team members of actions identified in the Draft minutes of the last meeting:

    - i. Policy Work**

The email sent by Sarah Furley, Cornwall Council prioritising and ranking issues identified from the Housing Needs Survey to write into policies.  
Housing Needs documents and advisory notes to be discussed by the team.
    - ii. Production of digital settlement boundaries based on hand drawn maps. – Cllr. Keith Littlejohns**
    - iii. Documents supporting the need for village boundaries and exception sites for affordable housing. - Linda Hitchcox and David Jones**
    - iv. Start work on the Visions and Aims of the Parish Document.- Helen Nicholson and Lesley Jones**
    - v. To identify public open spaces, car parks and existing or potential village greens - Team**
    - vi. To identify Flood Plains at Tresillian**
  - b Any other matters arising**
- 4 Grant Applications**

Update on any grant matters
- 5 Planning matters/any other items for information**
- 6 Correspondence**
- 7 To agree tasks for the next meeting**
- 8 To agree a date for the next meeting**

Lesley Jones, Secretary