



MINUTES OF NEIGHBOURHOOD PLAN TORQUAY
Steering Group
CDT Building, Temperance Street
Monday 7th Sept 2015
6.30pm – 8.30pm

Officers of the Steering Group:

Leon Butler (LB) Chair
 Darren Cowell (DC) Vice Chair

Steering Group Members:

Pat Bishop (PB) John Rawson (JR) Sue Kenway (SK)
 Alan Griffey (AGr) Tamsin Davies (TD)

Residents / Public Attendance:

Andy Gunther (AGu) Tracey Cabache (TC)
 Len Short (LS)
 Hannah McGugan, Torbay CDT (MINUTES)

Item	Minute/Action Agreed
1.	<p>Welcome, Housekeeping and Apologies Apols: Robert Excell, Martin Cavanna, Margaret Forbes-Hamilton, Julie Brandon, Brian Roberts, Steve Darling, Pat Bishop</p>
2.	<p>Matters Arising from the last Steering Group Meeting 6th July 2016. Points discussed:</p> <ul style="list-style-type: none"> • Priority – getting plan ‘readable’ very wordy at the moment • Extra funding for help with the layout (Locality £8k grant) • Herald would be interested if we could present a readable coherent document • AGu wants to get this done. Getting draft document ready so we have a written document. Graphics team are ready and able to help @£25 ph. • People still saying they haven’t seen it, although it has been sent out several times (in parts) and the latest version is on the website (except for Shiphay and the Willows)

	<ul style="list-style-type: none"> • Needs work on presentation • AGu has more time to help now with a smaller group to get the plan exactly how we want it. • Needs to be read (by a group?) from start to finish then see what needs doing • Next meeting in October - they will back to the group by then, will make is a steering group meeting • AGu will look at the project plan • By end of October should have a 'reasonable' document • Next meeting need to agree draft
3	<p>Treasurers Report Andy Baker was not present</p>
4.	<p>Stakeholder and public consultation review/plan</p> <ul style="list-style-type: none"> • There have been 5 responses to the stakeholder feedback
5.	<p>AOB:</p> <ul style="list-style-type: none"> • Yearly re-elections of offices • Problem is all officers have been elected at different times but will do the whole lot in one go • Constitution needs to be revisited for the stage the forum is at now. Agreed not to change constitution until plan is all signed off • Next meeting – need to formally vote in Andy as treasurer as he's been in post for over a year. <p>ACTION: Will vote at next meeting. Then revisit constitution after plan is signed.</p> <ul style="list-style-type: none"> • At next meeting, minutes will be taken of the facts surrounding issues with Susie Colley then draw a line under it.

Meeting Closed

**Next meeting:
Steering Group**

5th October – Torbay CDT Office – 6:30pm – 8:30pm