



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Steering Group for the Torpoint Neighbourhood Development Plan (NDP) held in the Committee Room, York Road, Torpoint on Wednesday 20th July 2022 at 7.00pm.

PRESENT: Councillor Miss Rachel Evans BEM (Town Mayor), Councillor Gary Davis (Deputy Town Mayor), Councillor Mrs. Lizeta Fellows, Councillor Mrs. Chris Goodman, Keiran Moon, Councillor John Tivnan BEM, Rob White (late arrival) and the Town Clerk - Milly Southworth (Clerk).

	ACTION
<p>1-22NDP Welcome and introductions All introductions were made.</p>	
<p>2-22NDP Apologies for absence Apologies for absence were submitted on behalf of Councillor Mrs. Kate Ewert and Sheena Morton.</p>	
<p>3-22NDP Election of the Chairman for the Civic Year 2022-23 The Town Mayor (Councillor Miss Rachel Evans BEM) called for nominations for the position of Chairman for the Civic Year 2022-23. The Town Mayor (Councillor Miss Rachel Evans BEM) proposed that Councillor Gary Davis is elected to serve as Chairman for the Civic Year 2022-23. Councillor Mrs Chris Goodman seconded the proposition and there being no other nominations the motion was put and Councillor Gary Davis was duly elected as Chairman for the Civic Year 2022-23. (Councillor Gary Davis Chaired the meeting from this point forward.)</p>	
<p>4-22NDP Election of the Vice Chairman for the Civic Year 2022-23 The newly elected Chairman (Councillor Gary Davis) called for nominations for the position of Vice Chairman for the Civic Year 2022-23. Keiran Moon proposed that Rob White is elected to serve as Vice Chairman for the Civic Year 2022-23. The Chairman (Councillor Gary Davis) seconded the proposition and there being no other nominations the motion was put and Rob White was duly elected as Vice Chairman for the Civic Year 2022-23 (in his absence).</p>	
<p>5-22NDP Terms of Reference The Terms of Reference, as previously circulated and agreed by the Town Council were discussed. Keiran Moon asked for the notice of meetings to be extended to 7 calendar days' notice and it is agreed to update the Terms of Reference for the NDP steering group to: 6.2 At least seven clear calendar days' notice of meetings shall be sent to members via the communication method agreed with, and appropriate to, each individual member, with the right to reduce to three clear days' notice, if required.</p>	Clerk/ Council
<p>6-22NDP Minutes of the Steering group meeting The minutes of the previous steering group meeting held on Tuesday 5th April 2022 were taken as read, confirmed and accepted.</p>	
<p>7-22NDP Update on the next steps for the development of the Neighbourhood Development Plan: -</p>	

