STOKE GABRIEL PARISH PLAN STEERING GROUP

Record & Action Points

Date & Time:	22nd October 2008, 2000hrs	**Meeting No.:**	18
Meeting Place:	The Village Hall, Stoke Gabriel	**Minutes By:**	Ian Brown
Present:	**Parish Council Members**		
	Richard Tully	**(RT)**	
	Ian Jones	**(IJ)**	
	John Robinson	**(JR)**	
	Emma Currie	**(EC)**	
	Bob Johnson	**(BJ)**	
Present:	**Steering Group**		
	Mick Mercer	**(MM)**	
	Chris Snow	**(CS)**	
	Clive Wigfall	**(CW)**	
	John Currie	**(JC)**	
	Ian Brown	**(IB)**	
	Paul Duckett	**(PD)**	
	Roy Ellender	**(RE)**	
	Edward Lovesey	**(EL)**	
	Rebecca Cogger	**(RC)**	
	Rebecca Garner	**(RG)**	

		ACTION
1.0	**Purpose of the Meeting** To review the draft of the Parish Plan (version 5), obtain comments from the Parish Council, agree any amendments. Note: Draft Parish Plan (version 5) was circulated to Council members in good time prior to this meeting to facilitate informed debate.	
2.0	**Review and Comments** 2.1 A Summary of the Plan was presented to the Members, previously unseen, the intention being to circulate this document to all households in the Parish around the date of the public presentation of the Plan on 22.11.08. Comments required asap. 2.2 Draft Plan Review • Cover; add welcome to stoke sign • Contents; correct numerical error • Remove reference to Holbeton Parish Plan • Page 4 timescales; follow other models • Page 6,note Village Orchard was financed from Parish Council funds • Recreation section add reference to SGBA • Note Village Hall is licensed for 120 people • Hoyle Copse; acreage to be confirmed by Ian Jones • Amenities; note all Car parks are privately owned • Areas Put to Better Use; check reference to “Heritage Walk” OK with owner. • Protected Areas; delete reference to specifics other than Yalberton • Housing; delete “taken together, no large scale housing..” • Elderly; also refer to SGBA para4. 2.3 Action Plans • Heading; delete “detailed” add “proposed” • Add list of potential partners and instruction on use of Action Plans	***IJ*** ***RC*** ***CW***

		ACTION
	• Housing and Development; add "ongoing" • Acknowledgements; add "The Parishioners", possibly in Intro.	
3.0	**Support** 3.1 Subject to the above amendments, and discussion with the full Council at the next official meeting, The Members of the Council present confirmed they would support the Plan. 3.2 When changes made, revised version to be forwarded to JR for final review. 3.3 The Members thanked the Steering Group for their hard work and effort in the formulation of the Plan.	
4.0	**Accounts & Administration** 4.1 MM confirmed that the Budget and Grant provided for the formulation of the Plan would not be exceeded.	
	4.2 A note was agreed to be added to the Plan confirming that the time for storage of all data collected would be limited to 18 months to allow for any challenges or review of data. It was felt that this would be a reasonable time for the information to be considered current and relevant.	***MM***
	4.3 Village Hall committee to be approached for permission to store the Data.	***MM***
5.0	**Distribution & Launch**	
	5.1 Early copies of the Plan to be left in PO and uploaded to Website by 08.11.08	***CM/MM***
	5.2 "High Quality" copies of Plan to be provided to • SHDC • Parish Council • Community Council of Devon	
	5.2 Village Hall Launch and presentation on 22.11.08, will allow parishioners opportunity to ask questions. Format to be discussed at next meeting.	
	5.3 Prime Objective will be to encourage Parishioners to form action groups to take the results of the PP forward to fruition.	
	5.4 Consider raffle to increase interest on the day	
	5.5 CW confirmed the Hall is booked for the morning 22.11 until 1300hrs	
	5.6 Publicity for launch: • Press coverage in Totnes Times and Herald Express • Coverage in SG news • Posters & Flyers	***RC*** ***MM*** ***JC***
	Date & Time of Next meeting: Weds 12 Nov; To discuss: Launch Day & Future Planning	
	Agenda: to be Circulated	***MM***