STOKE GABRIEL PARISH PLAN STEERING GROUP

Action Points

Date & Time:	11th June 2008, 2000hrs	**Meeting No.:**	15
Meeting Place:	Hillmount, Hillfield, Stoke Gabriel	**Minutes By:**	Ian Brown
Present:			
	Mick Mercer	**(MM)**	
	Rebecca Garner	**(RG)**	
	Roy Ellender	**(RE)**	
	Clive Wigfall	**(CW)**	
	Ian Brown	**(IB)**	
Apologies	Paul Duckett	**(PD)**	
	John Currie	**(JC)**	
	Chris Mortimer	**(CM)**	
	Edward Lovesey	**(EL)**	
	Chris Snow	**(CS)**	
	Luke Peakman	**(LP)**	
	Rebecca Cogger	**(RC)**	

		ACTION
	Action Points from Previous Meeting Accepted as a true record, with the exception fof Minites by IB, in fact taken by MM	
14.0	Feedback regarding Parish Council meeting of 28.4.08.. MM to sent email to all councillors, one response from John Robinson. MM reported through Emma Bridge that council still keen to meet, MM to contact council and suggest a meeting to review the draft plan when prepared approx late July.	***MM***
	Matters Arising	
15.0	Treasurers Update Please refer to attached Balance Sheet dated 11.06.08 Note: No Invoice received yet for Payment to DCC (Malcolm Macdonald) £250 owed from Parish Council-CW to chase £250 contribution from Carnival Club not yet received, RC to chase Parish Plan production costs to add May need a fundraising event to balance books! MM to email committee members to forward any outstanding Bills to CW	***MM***
15.1	Formulating the Plan 15.1.1 Format: Plan generally as for Halberton; link follows: http://www.halberton.org/plan/Halberton_Parish_Plan.pdf 15.1.2 Potted history of SG to be provided for Plan (as Halberton), with photos if possible. IB to email J Robinson 15.1.3 An A4 summary sheet will also need preparation for distribution to each SG household. 15.1.4 Outline Strategy • Sub-groups to be reformed	***IB***

		ACTION
	• Each Sub-group to summarise results from their set of questionnaires in form and content similar to Halberton, in maximum 2 pages of A4, plus the Action Plan summary table. • All groups to provide summaries to MM for collation into full draft plan by 24.07.08 • Draft Plan to be reviewed by PPSG c31.07.08 (TBC) • Full Review by Parish Council of Plan by end October 2008, including initial search for volunteers to move Action Plans forward and loaded onto website • Target date for Launch; end Nov 2008	
15.2	**Any Other Business**	
	Responsibility for ownership and storage of Questionnaires, IB to email John Robinson to check	***IB***
15.3	**Date & Time of Next meeting: TBA**	
	Agenda: to be Circulated	***MM***