

## Minutes of the Kingswear Neighbourhood Plan Group

**Date** Nov 21st 2016      **Time** 1000am      **Place** Sunny Cottage

### Members attending

Lucy Payne, Brian Essex, Suzie Stevens, , David Macilrath, Eileen Parkes , Richard Whittaker.

### Apologies

Jim Maker, , Ann Searle, Liz Essex, Jan Henshall

**Declaration of Interest** None

### Minutes – the following minutes were signed as correct:

October 3<sup>rd</sup>, 25<sup>th</sup> and 31<sup>st</sup>, Nov. 14th

### Topics Discussed

- 1) South Hams & West Devon Village Sustainability Assessment Framework
- 2) The format of the questionnaire.

### Actions

Actions	By whom
Order 700 yellow Enveloppes	Brian
Print envelopes once words have been finalised	Lucy
Agree wording by email	Eileen then all
Contact Ann	Eileen
Compose letter to Dawn concerning our requirements for the format and agree by Wednesday 23 <sup>rd</sup> Nov.	Eileen then all
Compose questions for housing	Eileen
Work on arrangement of the questions.	David
Arrange meeting with Alexis Huggins re footpaths	Brian

### Next Meeting

**Date** Tuesday 29th      **Time** 1000 am      **Venue** Overcreek  
November 2016

**Minutes approved** .....

**Date** .....