

**CHARNEY BASSETT COMMUNITY LED PLAN STEERING GROUP**  
**Minutes of the Meeting held on 17 April 2015**

**Present: CBCLP SG** - Neil Dobson, Ron Smith, Hugh Brookes, Christine Trotman

**CBPC** – David Roberts, Stephen Cowlam

**ORCC** – Fiona Mullins

**Apologies** – Sheila Terry, Victoria Smith

<b>Item</b>	<b>Action</b>
<b>1 Purpose of Meeting</b> This meeting was to discuss with ORCC the nature and format of a Community Led Plan and how to incorporate the work already done.	
<b>2 Update on Actions from Meeting on 20 March 2015</b>  1. Hugh to compile list of Parish and other organisations and contacts of relevance – done, listed on Parish website 2. Ron to carry out 30% analysis - completed 3. Neil to compile the identified items for checklist - completed 4. Christine to look at how to restructure the NP document into a CLP – in progress 5. Neil to progress finance from ORCC and invite ORCC to next meeting – Require forms to be submitted by PC to ORCC.	Christine to continue
<b>3 Discussion on Community Led Plan Review</b> Fiona Mullins led a discussion on the main requirements to change to a CLP. <ul style="list-style-type: none"><li>• Policies are not necessary</li><li>• The evidence we have from the questionnaires and events will be the basis of the plan</li><li>• Plan is a driver to get things to happen, large and small, keep it manageable with a prioritised list and who will do what and when.</li><li>• An open meeting to outline the plan and canvas volunteers would be a good way forward</li><li>• A further discussion with David Potter at the Vale proposed for 6 May would be beneficial.</li><li>• A grant of up to £750 is available and we need to submit the application to ORCC.</li><li>• The format of the plan is flexible</li></ul>	
<b>4 Next Steps</b> The following actions were agreed. 1. Neil, Hugh, David and Stephen to attend meeting with David Potter and Fiona on 6 May 2. Organise open meeting, target 6 June. Prepare presentation material 3. Group to formulate budget for activities and Stephen to submit grant application	Neil / Hugh Group Group / Stephen
<b>5 Next Meetings</b> 6.00 pm 15 May at Christine's house	

Ron Smith - 21 March 2015