

Neighbourhood Plan Steering Group

Held on Wednesday 18th May 2016 in Lound Village Hall
7.30pm

Present: Nick Prout (Chair); Jerry Kershaw; Andrew Perkins; Colin Beaumont; Carol Green; Rod Austin; Bob Lane; Karen Pollard

Apologies: Mike McCormack

Matters arising from previous meeting:

Jerry has not yet applied for funds as is waiting for estimates of the costs involved in order to put together an informed Grant Application.

Rod estimated that printing costs for the Residents Survey would be in the region of £1.50 plus VAT per survey. In order to cover costs so far, including the printing of the residents' survey, an application for a bridging loan is to be made to the Parish Council. Andrew Perkins is to write to PC requesting £1,000.00.

Rod has not had any response from BDC with regard to assistance with the printing and is to follow this up.

There has been no news about the display boards that James Green offered. To be chased up by Mike/Jerry as James Green did advise he was away from June 2nd.

Residents Letter

This is to be delivered alongside the Survey. A draft was discussed and amended and Carol is to circulate to members in order that any final suggestions may be updated before printing.

Survey

Final amendments were agreed by all the members present and the final draft is to be forwarded to Rod, who together with Colin, will proof read one final time before Rod puts this together ready for printing.

The group felt it would be more effective if the survey was hand delivered by group members and also some members would be responsible for collecting. There will be a space on the back cover for contact details in case of any queries/ difficulty in collecting.

Rod suggested it would take approximately 2 weeks for the Survey to be ready for distribution so it was agreed it would be circulated early June with a "please respond by" of June 30th. As we are hoping to see many residents at the Street Party on June 12th it was felt that this would be an ideal time to put some information about the Residents Survey up in the village hall and members to take it in turns to be available to answer any queries on a rota basis during the afternoon.

To ensure as many Residents as possible complete the Survey, information is to be published in the June Crier, the village website and two notices to be laminated and displayed on village notice boards. Jerry to action.

Distribution of residents' survey

Each household is to be hand delivered one survey by Steering Group Members. Further copies will be available for any individuals who wish to complete their own. The address will be pre-populated before distribution in order that we have a record and to help us keep track of responses.

Using the electoral list, Jerry is to allocate around 15 households to each steering group member. There will be an extra meeting on June 1st in order that members can collect the surveys for distribution. Jerry to book village hall 7.30pm for 1 hour.

Matters to be carried forward to next meeting

First draft of Survey to local Businesses to be considered

Next Meeting(s)

June 1st 7.30pm

June 29th 7.30pm