



Neighbourhood Plan Steering Group

Minutes of the Neighbourhood Plan Steering Group.

Meeting held: 22nd August 2022, 7pm

St. Peter's Church Hall, West Row

Those present: Sharon Vale, Alan Fisher, June Goodenough, Alan Goodenough, Claire Norman, Teresa Gooch-Taylor-Balls, Sarah Carter, Lisa Doyle, Rosalind Hamill and Michael Peachey.

Apologies: D/Cllr Lance Stanbury

1. Topic for the meeting was the Neighbourhood Plan Survey
2. Prize incentive: It was agreed that residents may be more inclined to complete the survey if a substantial prize was on offer. It was further agreed to allocate first prize of £200, followed by £100 and £50.
 - a. Each survey will be individually numbered and after the closing date, the winners names will be drawn
3. Other village surveys: Various copies of other surveys were reviewed, and a general outline was discussed as follows:
4. Categories:
 - a. Household (to include question about residency, ie "Are you serving in the USAFE?")
 - b. Amenities and Services
 - c. Natural Environment
 - d. Transport
 - e. Housing
 - f. Lifestyle
 - g. Future Proposal(s)
 - h. General Comments
5. Sharon and Lisa will compile detailed questions relevant to above categories taken from a variety of other surveys completed elsewhere.
6. Launch Date: It was agreed that 1st January 2023 would be the target date
 - a. Prior to the launch, the survey needs to be finalised. 1st December 2022
 - b. Publicity in the Nov/Dec Parish Echo. Roz will draft a piece for the next meeting
7. Assistance: In order to ensure a successful return of completed forms, it was agreed that various options to complete it would be made available.
 - a. The survey can be completed on-line. Links will be publicised on the Parish web page, in the Parish Echo and posters around the village
 - b. Residents can seek assistance in completing the form on request in their home
 - c. The Church Hall will be made available on a weekday afternoon and evening, and also on a Saturday morning. Dates to be agreed. Tea and biscuits available.
8. There being no further business, the meeting closed at 8pm.
9. Next meeting: **Monday 19th September, 7pm**