

Minutes of the Parish Plan Steering Group
Held on 9 April 2019 in the Church School Room

Present: Jon Hector, Alan Sutton, Steve Harding, David Heywood.

1. Apologies for absence

Barry Noakes, Jo Miles, David Watson, Jo Lloyd.

2. Minutes of the last meeting

The minutes of the meeting held on 12 March 2019 were agreed.

3. Matters arising not otherwise on the agenda

None.

4. Final review of questions and questionnaire

Alan had previously circulated the latest draft of the questionnaire. It was agreed that the proposed question on housing be removed as housing was dealt with by the new local plan. The question from Dave Watson regarding the church and chapel would be added. Nothing had been received from the school or the young farmers, but Steve would circulate anything he received. Alan would produce a complete version of the final questionnaire and send to Jon for formatting and distribution for proof reading.

5. Distribution of questionnaire

The provisional date of 4 May would be put back until 1 June with a return date of 15 June. Jon would arrange printing and purchase of 500 A5 envelopes and plastic bags. He had already purchase 150 second class stamps prior to the recent price increase. Alan has drafted distribution lists with allocations to committee members for distribution and collection. The May meeting will discuss and confirm the distribution and collection arrangements. The June meeting will move to Tuesday 25 June following return of the questionnaires.

6. Date of next meeting

7.30pm on Tuesday 14 May 2019 in Church school room