

Minutes of the Parish Plan Steering Group

Held on 13 August 2019 in the Church School Room

Present: Jon Hector, Alan Sutton, Steve Harding, Barry Noakes, Jo Miles, David Watson, Jo Lloyd.

1. Apologies for absence

David Heywood.

2. Minutes of the last meeting

The minutes of the meeting held on 16 July 2019 were agreed subject to the inclusion of Steve Harding and David Watson under Apologies for absence.

3. Matters arising not otherwise on the agenda

None.

4. Summary report of responses

We received 335 individual responses to the survey, but respondents may have skipped answering some questions. We need to ensure that we are using the correct divisor when calculating percentages depending on the individual questions. Jon will correct those that have been calculated incorrectly. Everyone was requested to review the report and suggest any amendments. Jo will then update her Summary Report for percentage calculations and other comments.

5. Full report and action plan

We need to identify issues to go into the action plan. We also need to identify comments, suggestions and findings to help with future opportunities or issues that may arise.

Everyone was asked to review the responses and produce 10 suggestions from the findings. Jon will be able to arrange for printed copies of the final report.

There was discussion of how much information from the responses should be made available. We have stated that responses would be anonymous. However some responses would enable an individual to be identified.

6. Date of next meeting

7.30pm on Tuesday 10 September 2019 in Church school room.