

Minutes of the Neighbourhood Plan Committee Meeting, Wednesday 26th July 2017

Present: Kate Andrew, Godfrey Crompton, Jim Gibson, Catherine Knight, Meryl Roberts

1. Apologies: Mac McBeth, Ning Kedwards, Tony Chance, Rachel Pallett

2. Declaration of financial interests: none

3. Minutes of last meeting reviewed and approved – matters arising

Write up reports on ‘learning walks’ and post these on website **(CK /GC)**

4. Visit to other sites/developments including; Martley, Great Witley etc. Notes written by Mac Macbeth were circulated and discussed. Decided that it would be good to visit one more development – perhaps Chaddesley Corbett or Scarlett Pippin in Lower Broadheath

5. Questionnaire distribution

This has been distributed via email, but there are issues with accessing the Questionnaire link more than once if participants are in the same household. Consult with **NK** on best way forward with this.

A suggestion was made that a separate survey be drawn up for businesses within Abberley.

We also need hard copies to be printed for picking up in the shop. **NK** to advise on how to print these. **MR** offered to print off the necessary copies once this info is available.

6. Response rate

There have been 71 responses so far with an 87% completion rate of the questions.

7. Next meeting on Wednesday 23rd August will be an open meeting in the committee room at the where non-computer users will have a chance to complete the questionnaire with assistance from NP team members.

Poster needs to advertise this, the online link and the availability of hard copy at the shop **TC to design with words from KA once NK has advised on correct format for link.**

GC to put the link onto the news section of the Parish web site

8. Next steps

September meeting – feeding back and collation of all the data that has been collected will enable first draft of text to be written – To include analysis, photos, progress reports etc.

Discussed the possibility of a stakeholders (local businesses, farmers etc.) meeting/communication. List of stakeholders to be drawn up with the possibility of an outside consultant coming in to help with this.

KA to draw up a timetable of the final stages of the Neighbourhood Plan.

9. AOB - none - **next meeting 23 Aug**