

Present:

Allan Gibson

Roger Marshallsay

Graham Jukes

Apologies:

Andrew Pearce

Pauline Grainger

Roland Cundy

David Cornish

1 Minutes of meeting

The minutes of the meetings 15/10/19 and 30/10/19 were accepted and signed as a true record of the meetings. Signed copies to be given to Parish Clerk for filing.

2 Actions

None were referred to.

Agenda items: Questionnaire progress

Budget 2020

Work group updates

AOB

3 Questionnaire

AP said the volume of replies had exceeded expectation and RC said it was a fantastic result.

PG advised that currently 804 had been entered onto spreadsheet (over 300 of them through Survey Monkey), there were still more to be entered and all surveys received by Friday 15th would be included in LB's presentation on Tuesday 19th to full group. AG felt these numbers represented roughly 10% of the adult population of the Parish and GJ felt we could possibly get to the 1000 mark.

PG informed LB's presentation would consist of statistical graphs representing the answers to the questions with "one liners" below each graph. LB would have further info available to answer any questions. The text responses would not be analysed in this presentation and would need a lot more work.

It was agreed spare questionnaires would be recycled but for any further deliveries the Industrial Estate would be included as opinions of people who worked in the parish were as valid as those who live in the parish.

AG felt in due course the survey report should be shared with developers, WBC and any other organisations with an interest.

AG informed that GM and CM met with L&G last week but he did not know the outcome of the meeting.

4 Budget

GJ thought that for the next phase and moving forwards the Green group would need digitalisation of maps and as a ball park figure £2k was suggested.

AG felt before figures could be put in a budget we needed to know what the next stage of the engagement looked like – whether it was a further questionnaire, public meetings, 1-1 meetings, services of a facilitator etc. Following a meeting of the Comms group he had drawn up a list of engagement questions and an engagement matrix which needed to be discussed by all groups at their next meeting. AG said the phase 1 questionnaire was now "parked" and the new work moving on was to engage with the people.

GJ feared that if we spent too long on engagement it could interfere with the time scale of the NDP and that we were getting too complex. He wondered if we should get some policies off the ground now following the survey as a starting point.

RM was concerned that whilst some of the things on the matrix were necessary to meet the criteria for inspection some were only box-ticking and could take away from other necessary work.

RC was concerned it was becoming too finite as opposed to broad-brush; the main criteria was to stand up to inspection. He felt the workload could overload the volunteers. He thought a Public Consultation meeting would give everyone an opportunity to give a view but AP felt this would not work; it needed to be 1:1 with specific groups. PG felt as long as people had had an opportunity to give their view, if they didn't, we couldn't be criticised as they had had an opportunity which they didn't use.

GJ felt £3k should be set aside / requested for community engagement.

There was doubt as to whether or not WBC paid for the exhibition in respect of the referendum and this needed to be ascertained.

AG was concerned where the NDP plan went and who maintained it after it received validation from WBC, Inspector and referendum. It was felt this role was for the Parish Council.

AG would like the 6 engagement questions answered by each of the groups green, brown and Comms and reviewed by PMG and SG. GJ agreed to try it with the green group on Thursday 14th.

RM advised that £2665 was the total cost of the questionnaire against £3915 applied for from Locality but AP said invoices to date were £2983, which included banner. RM said also we were not spending as much on consultant as estimated and this could mean we would need to send any surplus back to Locality and apply again.

Actions

1. PG ask LB to copy presentation to GJ and bring to meeting her laptop and presentation on a memory stick.
2. AG present engagement questions and matrix to full group meeting.
3. ?? Find out if WBC pays for exhibition ahead of referendum.
4. GJ "test" engagement questions on green group.

Dates of next meetings: 26th November 9.30am FBC

Meeting closed 10.35 am

Signed as a true record of the meeting:

Date:.....