

## Broadwindsor Group Neighbourhood Plan

Minutes of meeting held on 27<sup>th</sup> June 2016, 7.30 pm, Blackdown Village Hall

Attendance – Rowland Hibbard (Chair), David Chumbley (Secretary), Tim Bassett, Bob Harris, Jacqui Sewell and Steve Chubb.

The Chairman welcomed all to the meeting. Apologies received from Tim Marshall, Brian Ridley (Treasurer), John Wallis, Charles Lawrence and Martin Coulson.

### **Minutes**

Minutes of the last meeting were approved and signed.

### **Matter arising**

Jacqui Sewell had established from one estate agent (Symonds & Sampson) that in the last 12 months, 14 properties had been sold in Broadwindsor N P area. 13 were owner occupy and one was buy-to-let.

### **Change of Secretary**

Steve Chubb had previously requested that he stand down as Secretary due to work and family commitments. David Chumbley volunteered to be the replacement. Implemented with immediate effect.

### **Correspondence & Notices**

Jo Witherden had submitted her latest Consultancy fee invoice. Creeds have submitted a quote for printing of General questionnaire.

### **Treasures report**

Brian Ridley had emailed our financial position. £492.83 in the Bank but with an outstanding account for Jo Witherden of £350.60. This was approved for payment. Balance would then be £142.23.

### **Grant application**

Rowland was pleased to report that we have received approval for a grant of £4680. This expires in 6 months. Treasurer will be advised.

### **Mapping software**

The Parish Council has approved payment for the purchase of mapping software Parish Online. We are currently in our 30-day trial period. Secretary to email details of Username & Password to all members.

### **Questionnaire – Businesses**

Tim Bassett and Bob Harris reported that obtaining a list of businesses was proving more difficult to obtain than originally thought. Jacqui said she would try to get some more information for them. Tim questioned to whom was the questionnaire to be sent to as some owners would live outside the N P area. A draft questionnaire was given to those present. Discussion raised some points about layout and the questions being asked. Tim advised that it was hoped that it would also be available for downloading / completion online via the various council / village websites we have available. Work will continue.

### **Questionnaire – General household**

After consultations by Rowland, Brian H and John W with Jo Witherden we have now reduced the questionnaire to 11 pages. The latest version has been emailed to all members. Rowland asked that ALL members view the item a.s.a.p. and pass comments to Brian (cc Rowland) so that we can agree the content at our next meeting. This questionnaire would also be available online for downloading if a household required more copies.

As part of the general questionnaire discussions with Jo Witherden, Rowland had asked about the “call for sites”. Jo had recommended 2 options.

Option 1 – include in the questionnaire, or

Option 2 – run it after

After discussion it was decided, at this stage, that option 2 would be best choice.

Rowland thanked those for the time and effort that had been put in for the gathering of information and construction of both questionnaires.

### **Any other business**

None

The meeting closed at 8.30 pm

**Next meeting Monday 18<sup>th</sup> July, 7.30 pm, Blackdown Village Hall**