

## Broadwindsor Group Neighbourhood Plan

### **Minutes of meeting on 18<sup>th</sup> July 2016, 7.30 pm, at Blackdown Village Hall.**

Attendance – Rowland Hibbard (Chair), David Chumbley (Secretary), Brian Ridley (Treasurer), Tim Marshall, Bob Harris, Jacqui Sewell, Martin Coulson and Brian Hesketh.

The Chairman welcomed all to the meeting. Apologies received from Tim Bassett, John Wallis, Charles Lawrence and Steve Chubb.

#### **Minutes**

Minutes of the last meeting were amended by adding apologies received from Brian Hesketh. They were then approved and signed.

#### **Matters arising**

None

#### **Correspondence & Notices**

Rowland had received a query from a resident asking why the Committee had not sent a letter to all in the Parish about the N P. Rowland advised the resident that significant advertising had taken place in all the usual Parish outlets before starting the exercise and that public meetings had taken place in Broadwindsor and Drimpton, which this resident had attended. Rowland was concerned that we had omitted to send such a letter and consulted Jo Witherden for advice. Jo explained that there was no expectation, or requirement for, letters to all residents.

#### **Treasures report**

Brian Ridley reported the good news that our account had received the £4680 grant amount. Balance was £4822.23 with no outstanding invoices.

#### **Grant progress**

See Treasurers report.

#### **Consultation Summary**

Part of the response from Jo Witherden, see Correspondence & Notices, had mentioned the Consultation Summary. Jo suggested that this was drafted as you go, thereby showing how we are keeping records of actions, publicity etc. Rowland had produced our Summary and would forward to all Committee members.

### **Questionnaire progress – General**

Questionnaire content has now been agreed by Rowland, Brian H and Jo and reduced to 11 pages. Copies were circulated to attending members and apart from some wording no further changes were deemed necessary. Brian H said that this draft was now ready for ‘stress testing’ by being given to a small number of ‘non-interested’ persons to complete. Seven (7) were issued to attending members to distribute as appropriate and Brian had a few other individuals in mind also.

There then followed a lengthy discussion on whether the questionnaire should be completed by individuals or as households. (Households were the preferred option for the Parish Plan). Many ‘pros & cons’ for both options were discussed and it was finally decided to delay the final choice until after the ‘test’ ones were completed and returned, as when discussing how they completed it some indication might be highlighted by their experience.

### **Questionnaire progress – Businesses**

Bob Harris again reported that obtaining definitive data was proving difficult to obtain. Tim Bassett had also emailed his similar concerns. Rowland advised that he had previously spoken to Tim and suggested that the Business version, as a separate item, be included with every General version and both would be distributed together and completed if appropriate. After a good amount of discussion Bob said he was happy to take that route. This was agreed by all attendees.

### **Questionnaire distribution**

Rowland had obtained all the ‘distribution rounds’ used by the Parish Plan. These would also be used for our distribution purposes. Rowland asked all attendees to allocate a round(s). Rowland noted the allocations and thanked us for volunteering so readily! All outstanding areas would be allocated at a later date.

### **Any other business**

None

**Next meeting Monday 15<sup>th</sup> August, 7.30 pm, Blackdown Village Hall**

The meeting closed at 8.53 pm.