

Broadwindsor Group Neighbourhood Plan

Minutes of meeting on 19th September 2016, 7.30 pm, at Blackdown Village Hall.

Attendance – Rowland Hibbard (Chair), David Chumbley (Secretary), Steve Chubb, Tim Bassett, Martin Coulson, John Wallis and Brian Hesketh.

The Chairman welcomed all to the meeting. Apologies received from Brian Ridley (Treasurer), Bob Harris, Tim Marshall, Charles Lawrence and Jacqui Sewell.

Minutes

Minutes of the last meeting had been previously emailed to all members. A copy of the minutes from the Meeting held on 15th August 2016 were confirmed as a true record and signed by the Chairman.

Matters arising

None.

Correspondence & Notices

None received.

Treasures report

Brian Ridley reported the following by email, which was read out to members. Balance remained at £4822.23.

Outstanding account from Jo Witherden £1000. This amount was due for payment. Payment proposed by Tim Bassett. Seconded by Steve Chubb. Agreed by all. Cheque sent.

Jo has estimated the Project Costs as £3400 payable as £1000 on grant confirmation (see above), £1400 halfway through the grant period and the remaining £1000 on completion, including any additional disbursements (if agreed). No VAT is payable.

The only other expenditure known is printing cost of The Questionnaire.

Grant progress

No update.

Consultation Summary

Martin Coulson had completed the Summary to date. Steve Chubb will insert photos. The document will be emailed to all members for checking.

Actions: Steve Chubb to insert photos. Members to check document and give feedback to Martin.

Questionnaire progress – General

Questionnaire, including Business part, with information slips for distributors and householders concerning delivery, completing, return and collection, have been sent to printers. Brian asked for Data Entry volunteers to assist him when questionnaires returned. DC offered. Any other members please contact Brian.

Questionnaire progress – Businesses

See above.

Questionnaire distribution

After discussion it was agreed that distribution would commence week beginning September 26th. Allowing time for distribution, completion, lost / 2nd requests, return / collection(s) it was agreed a full completion date of 24th October.

Any other business

Charles Lawrence advised the Chairman that he wished to resign from the Committee. Rowland thanked him for the work he had undertaken.

Next meeting Monday 28th November, 7.30 pm, Blackdown Village Hall
Meeting date amended to 5th December.

The meeting closed at 8.10 pm.