

Record of Much Birch Neighbourhood Development Plan Steering group meeting 31 August 2017.

Present. Dave Goldsmith (Chairman), Chris Grover, Maz Jooma, Geoff Nichol, Steve Turner (PC) Roisin Burge (PC) , Chris Gooding (Data Orchard)

1. Apologies Shirley Coates, Tricia Egerton, Pauline Hastie, Lesley Gare, Steve Holder, Steve Utley,

2. Declarations of Interest. There were no declarations of interest.

3. Approval of Minutes of meeting 3 August 2017.

These were agreed and approved as a true record.

4. Matters arising.

Covered in item 5.

5. Questionnaire review.

5a. Community Questionnaire version 5

The Chairman was thanked for his further work on this draft which incorporated recommendations from the meeting of 3 August and presented in a revised layout (ready for printing). The detail of Draft Questionnaire (version five) was given a final check and a small number of amendments agreed. The question about settlement boundaries was included as a general question.

It was confirmed that each document would include a statement of clarification about privacy of information.

5b Future Housing Needs Questionnaire

Checked and ready for printing.

5c. Business Questionnaire

Checked and ready for printing

5d Available land questionnaire.

Checked and ready for printing.

Note: arrangements for seeking addresses of and distribution of this to owners not resident in the parish (Call for sites) to be discussed at future meeting.

6 Questionnaire Delivery.

Timescale. Following delivery of final draft to the printer it was anticipated that there would be a one week turnaround and then a further week needed to sort out Questionnaire packs ready for delivery. It would likely take one-two weeks for delivery, completion and collection of questionnaires.

There are 423 houses in the parish and so the recruitment of volunteers to deliver and collect was recommended. Volunteers would need a briefing meeting and identification badges/letters.. Members of the steering group were asked to check whether they knew of any possible volunteers and it was suggested that there might be a call made on the MB NDP section the web site.

Action. The Chairman planned to deliver final draft to printers on 4 September and he undertook to advise about follow up dates (dependent upon the printer tune around time...one week?)

If back by 11th then 11-17 a week to sort out packs and programme for delivery.

Delivery 18 to 25/6 September or 23September-1st October

Collection two weeks later.

7 AOB.

Covered in main points

Date of next meeting: Thursday 28 September 7.30 pm

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