

GOODWORTH CLATFORD NEIGHBOURHOOD PLAN (NP) STEERING GROUP (SG)

RECORD OF MEETING 29 JUNE 2016

Location	The Vines, 6 Burdock Close, Goodworth Clatford
Present	Peter Kiddle (PK); Bob Houghton (BH); Ros Stockdale (RS); Geoff Scard (GS)
Time	6.30pm start; 8 pm finish
Agenda	The primary purpose of the meeting was to review the level of response to the Neighbourhood Plan (NP) questionnaire to date and agree next steps.

Item 1 – Response to-date and 80% Target

PK reported that the on-line response had been good but postal returns had been slow. The non-resident 'chaser' as discussed at the last meeting should be recruited with the allocated funding.

The SG believed that, ideally, a response rate of around 80% of electors should be achieved. This would provide good evidence of participation in the NP process by the village. An 80% response rate would be the target.

Item 2- Interim Summary of Findings

The SG agreed that it would be useful to have interim data on the questionnaire findings to-date. This would be a task for the outside recruited staff.

Item 3 – Project Planner

The SG would seek a meeting with TVBC staff to agree a project plan for NP.

Item 4 – Other Issues

Evidence The SG discussed the important topic of evidence. All activities should be recorded (by camera if appropriate) to provide complete evidence of the NP process.

Scope of NP Clarity was required on the content of the NP. What should be included and what not?

G T SCARD

20 Dec 16

