

Broomfield Neighbourhood Plan

Seventh Formal Notes of Steering Group

Held on 28th February 2017 at 7.30 pm at Broomfield Village Hall

Present: John Blake, Sue Hubble, Duncan Coles, David Howell, Geof Garwood,
Peter Marriage, Les Steed

75. Apologies for absence: Angela Thomson, Tom Clarke

76. Declarations of Interest – None

77. To approve notes of the 6th formal steering group meeting - Approved

78. Comments from Parish Council/Planning Committee -

Nothing to report

79. Other matters arising from notes

Nothing to report

80. Finance Report

Nothing to report – Balance of funds remains at - £3,349.15

81. Questionnaires

JB produced an updated draft questionnaire, taking account of decisions made at the previous meeting. It was agreed that some additions/amendments were still required and JB would liaise with AS on some of the items. Costs of printing, analysing results, postage and distribution was discussed and JB said he would contact RCCE in this respect before making a final decision.

The Group decided that three weeks be allowed for the questionnaire to be returned for data analysing. For it to be returned by 13 April (bearing in mind the pending Easter holiday) it would need to be distributed by 23 March. To save valuable time JB agreed to update the questionnaire and distribute by email to the Group as soon as possible.

JB said he would ascertain the likely weight of the questionnaire, which will be folded in half for insertion into an A5 envelope and SH agreed to apply to the Post Office regarding the required licence for pre-paid envelopes.

82. Facebook/Website

Regarding putting the questionnaire on line/survey monkey, TC's input will be required.

83. Items for next Agenda -

Publicity and distribution

Date of Next Meeting: 14 March

Meeting Ended: 9:55 pm

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Approved

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Date