

27th. February 2016 Roecliffe Neighbourhood Plan Minutes

The meeting was held at Holmside Farm 1000hrs.

Present: Dave Siswick, Scott Green, Jo Mitchell, John Newberry, Paul Say, Richard Booth and Jim Bolland.

Apologies were received from all other members.

Members were welcomed and thanked for their attendance.

Two key things to discuss today:

1) Progress with the Questionnaire.

A draft questionnaire is still in the system. Paul to look into removing it.

To date there have been 51 responses received to the questionnaire. – 29 via email and rest on the web link. Paul is checking for any new email addresses.

Paul will update us each weekend as to progress in getting responses.

The free format answers will be looked at in the final analysis. There are tools in the survey (wordall) which picks out key words.

The results of the survey (excluding the free format) will be communicated at the Parish Assembly on April 14th. There will then be further communication with the community, which will include all the analysis of the results at a later meeting in Sept/Oct.

For paper responses to the questionnaire these can be entered on the web link giving one's own email address. It is important to know households that haven't responded so they can be chased up. It was stressed that the Survey was for all adult members of the family. The Survey Monkey we gees others up.

2) Parish Assembly on April 14th.

Janet Entwistle will attend. We decided to start the Parish Assembly with a presentation on the Neighbourhood Plan, and follow it with the usual reports.

We haven't finally decided how long we need to present on the N.P.. Keith Pettitt and Scott will visit Janet later in March and this would be a good time to discuss the presentations with her.

Regarding the Survey Paul will download the raw output. Questions will be taken on the survey but this will only be the preliminary survey results.

Paul has put forward a proposal as to what we should present at the P.A.. It was suggested that the presentations be given by non-Parish Council members.

- What is a N.P.?
- What it is not?
- Why is it important?
- What will it achieve?
- What is the approach to developing the Plan?

Key milestones of the Plan

- Current status of the development of the Plan
- Emerging themes from the Parish Survey
- Next steps
- Your team
- Q & A

One slide for each section

No more than 3 minutes per slide – total time before Q & A 30 minutes.

We now need to develop time lines for the next parts of the N.P. after we have full results of the Survey.

Our next meeting will be at Holmside Farm at 10.00am on Saturday, April 9th.

Jim Bolland, 29.02.2016.