# LITTLE BIRCH and ACONBURY NEIGHBOURHOOD PLAN - STEERING GROUP 

Notes<br>for<br>Meeting on 16th August 2016 at 7pm

Present: John Jones, (Chairman),Margaret Scrivens, Mike Leigh, Andrew Maden, Alison Clarke, Chris Atkinson, Dave Palfreman, Robin Derham, Ben Roberts, Kate Dillon (came at 7.10), Dr David Nicholson, Sophie Glover (Clerk).

Meeting started at 7.00pm

| 1 | Apologies <br> Richard Riddell, Cathy Saddler, Sue Jones, Alan Barker, Elaine Godding | Actions |
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|  | Introductions Those present introduced themselves. |  |
| 2 | Discussion about proposed questionnaire for LB \& A NDP <br> Dr N talked about the 'evidence base' paper that he sent out for circulation. He identified that the group were heading in the right direction for completion of the plan. He asked if there were any other papers that the meeting might know of - RD mentioned the old planning mantra that there is no mains drainage in Little Birch, which has always stopped development in the past. It was corrected that this was a limitation in Much Birch not Little Birch. ML had a question about the survey that was done on Kingsthorn in 2015. <br> Clerk to put art work on the evidence base, and then put it onto the website. Strategic Plan: has been circulated. <br> Questionnaire: has been circulated. Dr N talked through it a bit. There was a suggestion of a Pub meal for two as a prize for submitting the questionnaire. Also the possibility of a helicopter ride round the area Chair to follow it up. <br> Dr N asked if we wanted to give these to households or to residents. The second means more questionnaires, and more analysis for $\operatorname{Dr} \mathrm{N}$ which is more than he had quoted for. He suggested that we go with the residents option, but that the group did a little of the work in the analysis themselves. Chair proposed this, seconded CA all in favour. <br> Decision that forms would go to all over 16's in the area. Those delivering forms will have extra with them as the electoral role will only show the 18+ residents. <br> RD wanted to add a bit about 'housing need' which will be added to qu 7 . $\operatorname{Dr} \mathrm{N}$ drew the meetings attention to qu 4, to check that it was in line with what the steering group said. The chair asked to have 'clusters' included in the answer box as well as the question. The decision was to pluralise 'settlements' in both boxes. <br> Qu 15: The meeting agreed to keep the third box in. But asked to take out the final box. Chair proposed, seconded CA - 5 to go, three to stay, one abstained. Box to go. <br> RD mentioned the first box in qu15. Could hedge cutting be included, but it is not relevant to this document. <br> Qu16. Change to Aconbury Fort. | Clerk Chair |


|  | ML asked about laying out the final questionnaire, $\operatorname{Dr} \mathrm{N}$ agreed to make the changes discussed, and then he'd hand it back to the steering group for them to finalise it. He hoped that we would be able to get it out in September as we had originally discussed. <br> Layout - Dr N had used Orphans Press for this in the past. Also Print Plus. Also, ABC. Think of giving them a short brief, taking the cues from the design of the heading with colours etc. Mike proposed enhancing the questionnaire, seconded AM, 8 in favour. |  |
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| 3 | Arrange how to deliver questionnaire, allocating people to areas Chair suggested putting together a sub committee to put the questionnaire together. AC said the steering group was this committee. ML knew a designer to approach to lay out the final version. CA asked why go to a designer, adjust the front cover, seconded BR: 9 agreed one against. <br> Chair asked for volunteers to deliver the questionnaire. ML to take the final versions to 3 printers to get quotes for 300 copies. 100 g paper. One copy of draft lay out should be bought to next meeting. | Clerk to send logos to Dr N <br> Mike L |
| 4 | Date and time of next meeting <br> $6^{\text {th }}$ September when we have a proof from the printer - Just to ok it. <br> (Clerk sends apologies) <br> Tuesday $20^{\text {th }} 7 \mathrm{pm}$ This will be to arrange who's doing what and to stuff envelopes. | Tell Sue (she will open up). Clerk to bring electoral role |

Meeting closed at 8.55pm

## Next Meetings:

Tuesday $6^{\text {th }}$ September: This is a proof reading meeting, and the suggestion was that ideally only those who were at this meeting on the $16^{\text {th }}$ August should attend as they had had input into the final draft that Dr N had put together.

Tuesday $20^{\text {th }}$ September: This would be a session for physically compiling the questionnaire and stuffing/addressing envelopes, any one is warmly invited to attend, as more hands will certainly make this a faster task! Coffee and refreshments will be on offer and we will try and split the deliveries between those of you who are happy to volunteer to be questionnaire 'postmen/women'.

