

**Stoke Golding Neighbourhood Development Plan Advisory Committee**

**Draft Minutes of the meeting held on 18<sup>th</sup> January 2017 at Stoke Golding Methodist Church Hall**

**7pm.**

	<p>Chairman Roy Mitchell welcomed everyone to the meeting of the Stoke Golding Neighbourhood Development Plan Advisory Committee (SGNDPAC).</p> <p>Committee members present: - William Alston, Jim Hope, Sarah Beale, Rob Gaskin, Roy Mitchell. Minuted by Rob Gaskin.</p>	Tasks allocated
1.	<b>Apologies for absence:</b> Glyn Chapman, Stewart Anderson, David Goodsell, Rachael Terheege.	
2.	<b>Declarations of Interest on items on the agenda:</b> None	
3.	<p><b>To confirm and agree the Minutes of Previous Meeting</b></p> <p>A Meeting was held on 23 October. The agenda focused on the organisation of the Consultation/Suggestion events to be held on the 26 and 29 October 2016. Proposed - Sarah Beale, Seconded - Jim Hope</p>	
4.	<b>Matters Arising not covered by items on the agenda:</b> None	
5.	<p><b>Reports from Committee Members.</b></p> <p><i>Jim made Roy aware that there were minutes of a previous meeting that had yet to be agreed.???</i></p> <p>Roy reported back on the resounding success of the two Consultation events. As expected the main topic was housing development.</p>	
6.	<p><b>Update on Progress:</b></p> <p>Consulting the Village The data captured from the events had been analysed by independent members of the community. Business consultation had taken place via email (R Mitchell) and face to face meetings (S Beale). Land-owners had been approached via Hinckley and Bosworth Council. Schools and Churches had been approached. Scouts and Cubs etc had also been involved (J Hope, S Beale).</p> <p>All feedback had been studied and an 'Analysis Report' report written by C Emmett. Jim Hope has all the supporting data from the Consultation events.</p> <p>The information gathered from all this work was required to identify issues and topics for producing a relevant Questionnaires. Two draft Questionnaires (aimed at different age groups) had now been produced for discussion at this meeting.</p>	
7.	<p>Roy distributed the <b>Young People's Questionnaire</b> for comment. The pages were reviewed one at a time by the meeting as a combined activity. P Goodsell made a point that we must be careful not to promote any particular school. G Vallis said that it was very important not to ignore the way young people communicate these days i.e. via social media and that this should be considered as a means of attracting more input. 'Survey Monkey' was a product thought to offer that facility. Suggestions for amendments to the wording of the questionnaire were annotated on a hard copy for reference.</p>	

<p><b>8.</b></p>	<p><b>Main Questionnaire.</b></p> <p>Again this was distributed and review as a group on a page by page basis. This was a very useful exercise and many amendments suggested and annotated.</p> <p>Timescale – it was thought that the questionnaires would be distributed at the end of March and would incorporate the requirements of a housing needs survey to avoid duplication. The ‘flow’ of the questionnaire was discussed and consideration was to be given to placing the housing need questions at the back of the document rather than at the front.</p> <p>A note needed to be added to the front page to explain distribution and collection. Also where to obtain additional copies from (rather than just photocopying).</p> <p>IMPORTANT – we had overlooked the needs of people with limited mobility and this should be corrected throughout.</p> <p>After a lengthy and constructive discussion the topic of distribution and collection was considered. One option was for the people who deliver our ‘NP Cards’ to be asked. The weight of the questionnaires may be a problem. Collection – perhaps door-to-door and a box in the Post Office?</p> <p>Electronic completion of the questionnaire is to be considered – should we offer this?</p>	<p>P Goodsell to approach ‘her team’ about distribution.</p>
<p><b>9.</b></p>	<p><b>Traffic Impact Assessment.</b></p> <p>Roy introduced and explained a document written by himself and Alan White. It outlined planned future development in the ‘wider’ area around Stoke Golding and the impact this might have on traffic volumes through the village. Proposals were to be invited to undertake this survey work and hopefully the budget will be available. Current traffic volume and speed are concerns identified so it is very important that we try to understand future growth.</p> <p>It was agreed by the attendees that we approach consultants for tender.</p>	
<p><b>10.</b></p>	<p><b>AOB</b> None</p>	
<p><b>11.</b></p>	<p><b>Present</b> Residents attending: R. Fisher, P. Goodsell, G Vallis, K Edwards, C Edwards, P Underwood, C Emmett, C Pegg, E Orr, G Ford, H Smith, N Smith.</p>	
<p><b>12.</b></p>	<p>Meeting Closed at 9.50pm</p>	