

Barby & Onley Neighbourhood Plan Steering Group

Minutes of Meeting

Purpose:	B&O Neighbourhood Plan Steering Group Meeting No 4		
Venue, Date & Time:	Village Hall, Barby, Thursday 26th June 2014 @ 07:30pm		
Chairperson:	David Blezard	Minute Taker:	KP
Present:	David Blezard (DB); Dominic Fisher (DSF); Geoff Henson (GH); Karen Page (KP); Ian Webb (IW); Pippa Reeve (PR), David Finch (DF)		
Apologies:	Non		
Distribution:	All attendees & B&O Parish Website – Neighbourhood Plan		

Item	Minute	Actionee	Completion Date
1.	<p>Publicity</p> <p>GH produced 2 copies with ideas for the NHP poster campaign. The group discussed and it was agreed that any changes or amendments should be emailed to JH ahead of the next meeting for discussion again and close out.</p>	ALL	10th July 2014
2.	<p>Finance</p> <p>1st grant funding approved and notification that monies will be sent imminently have been received.</p>	DB	Closed out
3.	<p>Questionnaires</p> <p>Reformatted questions with scoring system were produced to the rest of the group for discussion</p> <p>It was agreed that the questionnaire still requires a few changes and that each group member will have a look and email their thoughts for consideration ready to discuss ahead of the next meeting</p> <p>Transport (DF) Environment (KP) Development (DF) Leisure & Social (PR)</p>	ALL	10th July 2014

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4.	<p>Survey Monkey</p> <p>IW produced an example of the survey monkey questionnaires and talked about what information can be pulled from survey monkey for statistics and reporting. It was agreed by group that the grant funding will pay to upgrade the survey monkey account where we are able to utilise the full potential of the software for the plan.</p>		
5.	<p>Next Meeting to be held on Thursday 10th July 2014 @ 19:30hrs at Barby Village Hall, Middle Room</p>		