

BOTESDALE AND RICKINGHALL NEIGHBOURHOOD PLAN – Steering Group Meeting Minutes

Monday, 17 July 2017

Botesdale Village Hall

Numbers follow agenda items. (*Actions in italics.*)

- 1) Welcome – sign in attendance and apologies for absence.

Present – Des Bavington Lowe, Robin Brown, Sue Coe, Alan Dunsire, Clive Matthews, Phil Schofield and Leeann Jackson-Eve (Parish Clerk).

Apologies from Jo Broadbent, Jordan Fox and Kevin Parsons.

- 2) Minutes of last meeting.

The minutes were noted as a correct record.

- 3) BRNP Budget Report.

Leeann gave an update on funds available and expenditure to date.

- 4) Report on Drop-in Event.

This was very successful with around 60 people attending during the five-hour period. It was agreed that there had been a good age range. Ten new volunteers had been added to the list.

- 5) Progress on Survey Deliveries.

There had been at least two addresses in Botesdale that volunteers couldn't find. *Alan and Sue* would contact distributors by email to confirm delivery completion. Alan had delivered the business surveys to Botesdale and The Common and *Robin and Clive* would do Rickingham.

- 6) Report on Survey Returns.

It was noted that around 60 main surveys, 10 youth surveys and 1 business survey had been returned to date. It was agreed to prepare slips to go through each door as a reminder. Leeann thought these would cost around £70 to print/cut. *Leeann to do slips, Sue to co-ordinate delivery.*

- 7) Analysis of Data from Survey.

It was agreed to find a volunteer who could advise on the best way to analyse the data. *Sue to email.*

- 8) Concern at pace of planning applications. Joint meeting with MSDC?

It was agreed to invite the PC chairmen to discuss this on Monday, 24 July at 7.30pm.

- 9) Any other Business.

13 Rose Lane needed a copy of the survey.

- 10) Date and location of next meeting.

Steering Group – The Bell Inn, 14 August at 7.30pm.

Meeting closed at 9.43.