

Pavenham Neighbourhood Plan

Minutes of Steering Group Meeting held on 28 September 2015, 4 Brookfields

Apologies: Chrissie Holloway, Roger Whilding, Peter Sharpe, John Stamford, Brian Greenwood, David Evans

Attendees: Peter Daniel, Hugh Josty, Jim Russell, Margaret Telfer, Ian McKenzie, Emma Pearce, Jon Bramwell .

Previous Steering Group meetings – outstanding actions

- Map framing quote – **Action DE**
- Arrange Champions briefing session/Cheese and Wine – **Action HJ** (when questionnaire timing clear)
- Purchase Survey Monkey – **Action EP/MT**

Review of version 0.8 of Questionnaire

- questionnaire was reviewed and some amendments agreed. New version to be issued – **Action HJ**
- input from BG to be sought re SPA question – **Action HJ**
- Target date to issue questionnaire agreed as no later than early November; if not achievable date will be early 2016.

Online Option

- agreed that we will offer an online survey option. After purchase of SM, draft online version will be prepared – **Action EP**
- draft version will be tested by a number of SG members – **Action EP**

Next Steering Group Meeting Monday 6th October 2015 **CANCELLED**. Will be re-arranged when questionnaire is ready for review.

Hugh Josty 28-9-15

File: Steering Group Minutes.