

Farringdon Neighbourhood Plan Steering Group Meeting

Minutes

Date of Meeting 16 May 2019

Time 6.30 pm

Location Farringdon Village Hall

Attendees

Laura Fricker (LF), Anthony Sayers (TS), Andy Frey (AF), Jonathan Watts (JRW), Jane Watts (HJW), Alana Sayers (AS)

Apologies for absence Philippa Rowe

Purpose of Meeting

To discuss Housing and Facilities survey, logistics and costs

LF presented the template provided by Paul Weston plus the amendments she had made prior to the meeting having also consulted other surveys.

The steering group went through the survey and agreed further amendments and additions.

LF has prepared a letter to accompany the questionnaire which is to be delivered to every household in the parish of Farringdon.

AS has the electoral roll with addresses of parishioners. Nigel Dutt to be contacted as to how he carried out the previous questionnaire.

Possible distributors were mentioned as follows and need to be asked whether they can help:-

Trevor Eardsly

Barry Pearce

Julian Hutchings

Jerry Bird

Nick Hodges

Alex Bolton – Farringdon House

Jonathan and Jane Watts – The Drive (confirmed)

Philippa Rowe – Centre of village

(Plus the other steering group members)

Code will be needed on each questionnaire and envelope to prevent multiple returns per household.

LF will update the questionnaire as agreed and distribute to the group and PW for final approval.

A meeting will need to be held for all those distributing questionnaires and is proposed for 8pm on 11 June.

AS to ask Nigel Dutt if he would be willing to analyse and report on the survey responses.

LF to ask Mantracourt whether they can print the questionnaires.

HJW to buy 150 A4 envelopes.

Any other business

AS brought up the need for a consultation log. LF said this could be done by setting up an Excel spreadsheet from information on the website, Ringmaster, Farringdon Flyer etc. LF will keep a log.

AF is hoping to apply for grant funding tomorrow.

Date of next meeting

11 June at 7 pm. NP meeting
 at 8 pm Distributors meeting.
TS to book hall.

Meeting closed 7.50 pm