

## Beckford Parish Council

### Minutes of Neighbourhood Plan Steering Group Meeting held in Beckford Village Hall at 7pm on January 8 2018.

**1. Record of Attendees**

Steering Group: Councillors: Nicholds, Colvin, Mantle. Residents: Paul Worrall (LB), Daniel Atiyah (B), John Colvin (B) Nigel Hastead (LB). Secretary: Graham Galer.  
Members of the Public: None.

**2. Apologies for absence**

Martin Spice

**3. Minutes of last meeting - December 4 2017**

Previously circulated and displayed. Approved by the Steering Group and signed by Cllr Nicholds.

**4. Receive copies of the draft survey from John, review the draft and finalise it for issue.**

John had redrafted the survey in the light of comments received from SG members, and circulated it.

Nigel suggested that, rather than a long survey, it would be better to have a short survey that could be completed on the doorstep as NP canvassers called. David thought that this would involve too much effort, and it was pointed out that an introductory letter would be going to all households in the three communities. It was agreed that we would go ahead on the existing basis of a substantial survey, completed as far as possible online.

The SG went through the redrafted survey page by page, and various comments and suggestions were made, including that the factual elements (e.g. demographic) should be put first, and that reference should be made to the SWDP.

Various suggestions regarding publicity were made, including the possible use of posters.

It was agreed that:

-John should shorten and revise the survey and circulate by email. This could be done by the following day (January 9)

-The SG team would send comments on this by next weekend.

-David would redraft the introductory letter, which would be distributed by hand round the villages once the survey had been entered on the website.

-No final date for completion of the survey should be established at this stage.

**5. Invite further volunteers from other Community attendees.**

There were no other attendees

**6. Agree date of next meeting**

Monday February 5 2018 at 7pm