

Notes from Meeting 28/06/17 – Non Agenda

Attendees Cllrs Steve Bays (Chair), Diana Webb, Dianne Coe, Barbara Wood, Secretary

Working Group Members Alan Chapman, Barbara Wood, Barry Willis, Dennis Mannina, Heidi Southgate, Jonathan Greenwood, Molly Stammers, Sue More, Sue Shepherd

6 new members interested in joining

Apologies Kevin Coogan, Steve Reid

Chairman welcomed everyone back as well as some new members who had shown an interest in joining the group. He advised that since the group last met we had put out a call for sites which closes on the 12th July 2017 and a Housing Survey which closes on the 22nd July 2017. The RCCE have received 720 responses (90 on line and 630 paper responses) so far. The average response rate is approx. 25% **Action Secretary to contact new members regarding joining Working Group**

Bev (CBC) is pushing for us to be at draft plan submission stage by the end of the year, with a view of completing by the spring of 2018 so we have a lot of work to do over the following months.

SS gave a presentation on the coding process for the questionnaire – a handout of the questionnaire was given to every person present. This included the percentages of answers to closed questions and the number of responses to each open question (slight changes still required as data was taken from a sample report). A youth questionnaire report was also given out.

It was agreed to initially start the coding process from Wed 5th July 2017 – further 10 dates to be confirmed subject to room availability. SB was aware that this ‘exercise’ maybe not for everyone but urged people to give it a try. He also stated everyone that the hall has to be paid for so we have to ensure that it is economic to run these sessions i.e people ratio to hall. It was agreed that people would initially work in pairs with data on memory sticks with further consideration at a later date as to whether people could work off site. Group was asked to bring a laptop if possible. It was emphasised that as this information from the questionnaires was not yet in the public domain it should not be shared outside of the group in any form verbally, written or through social media (please refer to terms of reference of the group).

Action SS to prepare any available data for next meeting

Action SB to supply memory sticks/additional laptops and to sort out power supply

Meeting closed at 8pm

Please be aware that the meeting on the 5th July will be in the Elliott Hall (small Hall at back of Webb Hall) at 6.30pm and that there is no entry allowed through the Webb Hall. Please use the Elliott Hall entrance door to the left of the building as you enter the car park