

Notes of the Open Village Plan Meeting 22nd March 2011

The meeting was held at 7pm in The Green Man, Toppesfield. Present: Mary-Ann Stevenson, Roz Castle, Maureen Dimmock, Nick Hasler, Sheila Braithwaite, Richard Evers, Trisha Roberts (Minutes Secretary), Malcolm Braithwaite (Chairman)

1. Apologies had been received from Paul Thompson, Alan & Lynn Collard, Molly Stevenson, Brian & Val Moody.
2. The minutes of the last meeting (08.02.2011) were agreed.
3. Matters arising
Progress versus the agreed timeline is on track to date.
4. The Social and Community Group and the Recreation and Leisure Group have been amalgamated under the leadership of Mary-Ann Stevenson. Each group had drafted questions for inclusion in the questionnaire and these had been consolidated into a draft questionnaire. This draft was discussed in detail and a revised draft will be circulated.
5. There was agreement on how the General Questions and Vision Statements should be treated in the questionnaire.
- 6a. Warwick Data Services has quoted approximately £100 for setting up the questionnaire in a pdf for printing, and approx. £500 for the analysis of the responses. The latter will take approx. 4 weeks.
- 6b. Paul Clark Printing has quoted around £80 for printing an 8-page A4 questionnaire.
- 6c. Volunteers will be sought for the distribution (beginning of May) and collection (mid June) of the questionnaires. It was suggested that the list prepared by Sally Amerio for the Royal Wedding Street Party could be used as a basis for distribution.
7. It was agreed that the following people would take responsibility for the involvement of various stakeholder groups:
 - a. Nick Hasler - School
 - b. Malcolm Braithwaite - Church
 - c. Malcolm Braithwaite - Village Hall
 - d. Malcolm Braithwaite - Farming Community
 - e. Alan Collard - Local Business
 - f. Richard Evers - Local Transport

Some initial contact has been initiated with these groups, and it was agreed that once the questionnaire has been finalised, it will be presented to these stakeholder groups for their information prior to it being distributed.
8. Any Other Business
 - 8a. It was agreed that a process for receiving payments from the PC is needed.
 - 8b. Nick will ask his wife re an image design for Vantage.
 - 8c. The questions for the under-18 community are still to be formulated.
9. The next meeting will be on Tuesday May 10th at 7pm in the village hall, and will focus on the distribution of the questionnaire.