Gotherington NDP Steering Group Meeting Minutes

2:00pm on Friday 20th February 2015 at the David’s house

Present: David Ward, Caroline Ryman, Howard Samuels, Paul Hughes.

The number of people attending the Open Day on 13th-15th February was over 200

We have received nearly 100 completed forms to date. 70 of these have been entered into a database.

Caroline agreed to analyse and catalogue the data entered on page 4 of the answer sheets (or forms).

Howard agreed to collect any extra completed forms from the village shop.

David will send a photo of the large map (showing sites A to H) to Claire to display on our website.

David (and Jill) will continue with data entry.

David will use the relevant data to enhance the preferences for the suggested principles and criteria.

David will issue a report with all items on the questionnaire and the percentage of each selected.

Howard agreed to take the percentages and convert them into Pie or Bar charts.

It was agreed that we need to confer with Kirkwells to establish a limited call for sites, site assessment and how we should proceed with our NDP in compliance with the Localism Act.

David agreed to contact Kirkwells and suggest 17th March for a meeting in Gotherington

Once confirmed Howard will book the Church Centre for this meeting from 11:00am to 3:00 pm. David will invite Elin Tattersall.

Caroline agreed to chase Elin regarding the statistics that she promised.

We will have a Steering Group pre-meeting on 10th March to discuss the Open Day data and agree how we will be using Kirkwells services. The venue will be at Shady Nook at 1:30pm

Caroline will contact Claire to arrange for a link to our NDP which will show the Display Boards, agendas, minutes and the Steering Group terms of reference.

The Steering Group terms of reference were accepted by all members at the meeting – prop: Caroline, secd: Howard.

David will send a copy of the terms of reference to the Steering Group members and prepare a form to confirm acceptance.

The meeting closed at 3:15pm

David Ward

20/02/15