

Scopwick and Kirkby Green Neighbourhood Planning Group
Minutes of the Meeting held on 3rd December 2018 at 69 Main Street Scopwick

Attendees

John Woodward(JW), John Money (JM), Peter Reeds(PR),
Charles Kerrigan (CK)

Apologies (none)

- 1) Minutes of previous meeting were approved
- 2) Publicity and Engagement

2a) Upcoming Events

•JW advised that a table had been arranged at the village Christmas Bazaar on Saturday 8th December for the NP Group to engage with residents. Also, that the village hall had been booked for the Open NP Meeting on Saturday 15th December for 10.00am - 1.00pm. JW agreed to have village maps enlarged for display and as discussion points at both events.

2b) Flyers

•JW had distributed the latest draft NP flyer for comments. However, the meeting agreed with minor amendments to the events item and the inclusion of colour pictures it should be printed for general distribution. JW was to obtain printing costing and have sufficient flyers printed.

2c) External Publicity

•The meeting discussed various options to advertise the pending distribution of the questionnaire. It was agreed that posters should be made for distribution around the village and be weather proof. JM agreed to have some A4 sized placards manufactured for the posters.

2d) Media Publicity

•Possible media publicity was discussed and JM agreed to approach the Sleaford Standard for a possible S&KG NP article.

2e) NP Website

•The merits of a stand-alone website were discussed again as it was felt that the current NP page on the PC website was inadequate. CK had obtained DBS costs to construct a NP web site. However, the construction costs were £1,400 plus £48 per month maintenance. JM informed the meeting that the Ian Carrington website building method link was unsuitable for the NP website. JM agreed to research further the possible low cost website derivatives.

•**ACTION POINT-** where possible all attendees were to attend the Christmas Bazaar on Saturday 8th December and the Open Meeting on Saturday 15th December.

- ACTION POINT- JW was to obtain printing costing and have sufficient flyers printed.

- ACTION POINT - JW was to have village maps enlarged for display at the Christmas Bazaar and NP Open Day.

- ACTION POINT- JM was to have some A4 sized placards manufactured for the posters.

- ACTION POINT- JM was to approach the Sleaford Standard for a possible S&KG NP article.

- ACTION POINT- JM agreed to research further the possible low cost website derivatives.

3) Questionnaire and pre-questionnaire

- JW had produced a draft pre-questionnaire for discussion. JW felt that it may be beneficial to have a pre-questionnaire issued to gather some residents' opinions prior to the main document's distribution. However, after considerable discussion the meeting felt that it was possibly a duplication of effort, and only the main questionnaire should be distributed in January 2019. All attendees had reviewed the draft questionnaire and had a number of comments for the final document. CK agreed to redraft the introduction to the questionnaire, and to amend the document with all of the comments raised.

- ACTION POINT- CK was to redraft the introduction to the questionnaire, and to amend the document with all of the comments raised at the meeting.

4) OpenPlan Consultancy Proposal

- The meeting discussed the OpenPlan Consultancy team proposal. The meeting agreed that it was a very thorough proposal, but it was agreed that further proposals from alternative consultancy should be obtained. The meeting felt that considerable amount of the data could be obtained on a NP Group self help basis rather than have a consultant included in a piece of chargeable work. PR and JW agreed to identify suitable consultants for comparison.

- ACTION POINT - PR and JW were to contact a second consultant and organize a suitable date for a further meeting.

5) Finances

- There had been some costs incurred since the last meeting for flyers and for the hire of the village hall.

NEXT MEETING - 10am 3rd January 2019 at 69 Main Street Scopwick.

The meeting closed at 12.30pm.