

## Neighbourhood Planning Steering Group

Notes from the meeting held on Thursday 10th March 2016  
At 8.00pm

### In attendance

Leonora Mason, Neil Heard, Cllr Pauline Hume, Vince Gunning (new member), and Carol Hackett (arrived at 8.10pm)

### Apologies

Jo Watkins

### Updates from previous actions

- Ask Parish Council if a sum of money could be used from the allocated budget to purchase a prize for a 'draw' to encourage the return of questionnaires (£15 was suggested) – Agreed by Parish Council Chairman

### Notes

Members of the Steering Group reviewed the draft questionnaire in detail, to consider if any further amendments were appropriate. It was recognised that it was very important to ensure that the questions were relevant for residents living in all areas of West Ashton. Following a full review various amendments and actions were agreed.

### Roles

Leonora agreed to take on the role of co-ordinating dates for future meetings, Carol agreed to write up any future meeting notes, and other members agreed to take on responsibilities as and when required. As agreed at the last meeting, Pauline (Parish Councillor) would act as the liaison with the Parish Council.

### Slogan

Following a brief discussion the following 'slogan / strap-line' was agreed, which it was hoped would encourage community interest in the Neighbourhood Plan –  
**'West Ashton, Our Community, Our Future'**.

### Actions agreed from this meeting / Out-standing actions from previous meeting (O/S)

Leonora:

- Discuss questionnaire with local resident to ensure relevance of questions
- Prepare introduction statement for questionnaire
- (O/S) Carry out some research on 'Zoopla' web site

Pauline:

- (O/S) To investigate the cost of 'business reply envelopes'
- (O/S) Discuss with Parish Council the possibility of putting the questionnaire on-line, and advertising it on the village web site
- (O/S) Possible drop-off points for questionnaires – BP Garage and Village Hall - seek permission from Garage Manager, and Village Hall Committee

Carol:

- To update questionnaire with amendments agreed at meeting and circulate to members
- To attend Neighbourhood Planning Workshop event in Devizes

Vince:

- To attend Neighbourhood Planning Workshop event in Devizes

Date of next meeting

Yet to be decided.

Close of meeting

Meeting finished at 9.15pm.