

South Wingfield Neighbourhood Plan

Steering Group Meeting

21st March 2017, 7.30pm

Agenda

1. Apologies
2. Approve Minutes of 21st February 2017- Matters Arising
3. Finances
 - update on finances from Parish Clerk: Locality Grant of £1,000; preparation for Locality Grant for remainder of allocation.
4. Household Survey
 - Plan for Production and Distribution- to be decided and PC notified asap.
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 - Possible attendance by a member of Crich NP to give the Steering Group an insight into the organisation of Crich's HS.
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 - Consideration to be given to: printing quotes; distribution: physical distribution/ collection points, and use of Survey Monkey.
 - Publicity and advertising the survey- posters, leaflets, banners, media adverts, Facebook, Parish Council website, word of mouth.
 - Timescales: review of Survey by PC and Helen Metcalfe, dates for printing, distribution, length of time for completion, closing and return date. Time period to analyse results.
 - Strategy for encouraging business donations for £100 prize money for Survey completion.
 - Next stage- feedback to community of Survey results; community engagement with young residents and businesses etc.
4. NP Project Plan
 - Consideration to be given to key dates for the completion of the Plan - when do we wish to finalise it?
5. SW Church Spring Fuddle - Saturday 20th May, 11am - 1pm
 - Possible attendance of NP? What would we present? Volunteers to be there on the day?
6. AOB

Next Meeting - Tuesday, 18th April 2017