

Plumpton Village Action Plan

Minutes

Steering Committee (Ninth Meeting)

12th March 2007

1930hrs – Sports Pavilion

Attendees: Tom Hawthorne (Chair), Carole Nicholson, Harriet Allan, Hannah Simpson Banks, Alison Taylor, Jean Eagle, Kelvin Speirs, Katie Wride, Peter Baker, Sue Mitchell (for Paul Mitchell),

Apologies: Paul Ramsay, Denise Hall, Paul Mitchell, Mark McTaggart (Action in Rural Sussex - AIRS)

1. Agreed minutes of the meeting held on 19th February 2007.

2. Action since last meeting.

Further work had taken place on reviewing the questionnaire content, all the information had been collated into one document and the latest draft had been circulated before the meeting.

Katie was thanked for producing a draft of the front cover and content for the inside front and back cover.

Katie, Hannah and Harriet had met to produce content for a youth questionnaire. Unfortunately, Lynne Harmer (AIRS) couldn't attend the meeting but had supplied useful information regarding the success of a young peoples meeting in Ditchling and also about grants from the Youth Capital Fund.

Mark McTaggart (AIRS) had positively reviewed the latest draft of the Plumpton questionnaire and stated the Plumpton Action Plan was on the right track with good progress having been made. He offered the future support of AIRS when the time came to collate the results of the questionnaire.

Questionnaire Printing – JR Printing, Burgess Hill had quoted for 8 double-sided pages and a 160gsm four colour cover. Additional quotes would be sought.

3. Discuss questionnaire

The main part of the meeting was spent going through the latest draft questionnaire line by line.

It was agreed that the specific detail of each question was very important and each word had to be carefully chosen.

An appropriate map of Plumpton was still required for the inside front page.

It was agreed that a separate youth questionnaire was required for those aged between 11 – 16. Similar to the main questionnaire, a youth questionnaire prize draw will take place and the lucky winner will be given a £25 token.

4. Our next steps.

Katie to update the draft questionnaire and send it to Carole, Peter and Alison for further comment, before circulating by email to the rest of the committee. (NB. Hannah, Kelvin and Jean require hard copies..)

On receipt of the next draft, each member will invite two people to complete the draft questionnaire and feedback the comments and results at the next committee meeting. At that meeting - further changes will be made; detailed consideration will be given to the analysis of the final results before a final draft is produced for printing.

Rob Upton to come back with ideas for the primary school children questionnaire/model.

Further discussion took place concerning potential volunteers for the distribution of the questionnaire and arrangements were made for those people to be sounded out.

5. Timetable of events – update.

Not reviewed at the meeting.

6. Date of next meeting

The date of the next meeting will be agreed and circulated after the next draft of the questionnaire is circulated.

7. Any other business – none