Minutes

Present: GRD SC DD RT
Apologies: OL

The meeting was devoted to viewing all documents prepared for the Open Day on Nov 6th.

The following actions were agreed:

1. OL to send all his theme's sheets plus the collection of photos of views currently on a memory stick to GRD for printing and display.
2. Ian - are we still able to borrow some boards? Do you have the large map you referred to? Is there any news about the proposed development areas highlighted from the questionnaire from MSDC?

3. On entry there will be a board/flipchart with welcoming words and instructions regarding making comments. There will be a stack of separately coloured post-its next to each display for comments which can then be stuck on the relevant flipchart sheet. These sheets can then be photographed and collated later for evidence.

4. One large board displaying views of the village to ascertain its character and what the community wishes to preserve or improve. Under each photo will be an identification of the place if necessary. More photos are needed of the centre of the village
Action : DD
5. Amenities - more sheets on words to explain the results to accompany the graphs
Action: GRD
6. Business - split the long text page into 2 with accompanying pie chart. Pie chart needed on the phone mast response. Add the Co-op comments from the questionnaire
Action: RT
7. Traffic - Add text on a separate sheet to accompany graphs
Action: DD
8. Housing - Use large street map with development areas but remove individual graphs to a key at the side
Action: DD
1 more graph to be added plus text pages of explanation
Action: SC

GRD to provide tea, coffee, milk, sugar and biscuits (staff only).

PLEASE send all extra/amended sheets to GRD asap then she will mount a full display for everyone to view at The Bishop's View before Sunday, Nov 6th.

We need to set a date immediately after the Open Day to review the response and move onto the draft. Can I suggest either Nov. 9th or Nov. 16th. Please let me know your preference.