

Minutes of

Stradbroke Neighbourhood Planning Committee

Date: 03 Nov14

Time: 19.30hrs

Venue: Stradbroke Community Centre, Stradbroke

Attendees: Oliver Last (OL); Charmaine Cooper (CC); Don Darling (DD); Gerald Jenkins (GJ); Louise Smith (LS); Roger Turkington (RT)

Apologies: George Chaplin; Ollie Coles; Stuart Crane

Minutes: the minutes of the last meeting were approved unanimously

Matters arising from the minutes: there were none

Housing Needs Survey (HNS):

- Ash Plough/Westhall allocation to be confirmed OC/RT to action
- There had been a fair response so far and many others stated they would complete and return the forms
- All questionnaires were to be delivered by 09 November 2014 and residents had until 24 November to respond. Advertised in the Stradbroke Monthly and on the notice board
- OL would continue to liaise with Sunila Osborne of Community Action Suffolk (CAS)

Quantitative Analysis:

- DD had advised David Spenser (DS) of progress so far. Response awaited. Analysis expected to be undertaken in the first half of December
- A request for volunteers to assist with the analysis had been advertised. Two people had responded so far but more were needed to fit the various profiles to ensure balance. DS would select the candidates. Ideally, this part of the exercise would be completed by Christmas
- The aim was to contact volunteers by mid-November, names passed on to DS, and to have firm stream leads in place during January
- A good response rate would provide a more useful and accurate analysis

Roles and Responsibilities:

- Roles needed to be allocated to committee members:
 - administrator for contacts (RT initially)
 - finance

- publicity/media

- Themes: once the themes of the Neighbourhood Plan were established Leaders could be identified and a task specification could be compiled

AOB:

- There was a requirement for reinforcing communication with the village and volunteers
- Although somewhat dated the Village Design Statement was a useful resource and would be utilised during the formation of the Plan; likewise the digital archive
- DD was researching completed Neighbourhood Plans that had been approved to source information pertinent to Stradbroke
- There would be no outcome on land bids until 2016

There being no further business the meeting closed at 20.22hrs

Date of next meeting: 01 December 2014