

Upton Bishop NDP Steering Group Minutes

13th August 2019

Millennium Hall 7:00 pm

Minutes

1. Apologies

Alison Feist

Hazel Strange

Guy Cooper

Richard Abolins

2. David Nicholson was welcomed to the group and introduced to all of the members present

3. Project Plan update – JS

Document revised to slip dates due to delays. Target to distribute questionnaire is now 30th September

4.

- Core Strategy – to be updated but not started
- NPPF update – not thought to affect the work we are doing

5. Questionnaire review

- Call for sites to be removed due to uncertainty over recent and current planning applications.
- Questionnaire reviewed and to be amended before passing to David Nicholson for formatting – JS

6. Questionnaire – preparation for printing

Discussion about distribution; concern about using Chimes distribution. Try and coordinate with September delivery otherwise committee to share load of delivery with help from parishioners where possible. Task needed to be done during August /September;

- Envelopes – order in September
- Identify drop off points – produce return instructions – possibly phone box – AP to follow up
- Format questionnaire – David Nicholson
- Split up electoral role – BPS to print for AC
- Appoint delivery people – BPS to email circulation

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- Arrange printing – 3 quotations – GC if available
- Envelope filling – w/c 23rd September

7. Future meetings

Ad hoc meeting required to complete tasks listed
w/c 23rd September for envelope filling

Brian Spencer – Steering Group Co-ordinator