

## MINUTES OF THE TOWN PLAN STEERING GROUP

HELD ON TUESDAY 21<sup>ST</sup> FEBRUARY, 2012

**Present:** David Hudson, Anna Sauntson, Sheila Mantle, Lisa Caven-Quantrill, Bert Jackson, Pam Whiting, Katie Sheldrick, Liz Brown, Jane Carpenter, Philip Toogood, Derek Lawson, Jonathan Sidey, Emma Croxon, Sandra Mitcham, Julie Morriss

**Apologies:** were received from Tecla Smalley.

1. **Minutes of the previous meeting.** Item 6 Questionnaire – amendment made. ‘**Lisa Caven-Quantrill** offered her services’, **not Emma Croxon**. The minutes were duly signed by the Chair as a correct record.
2. **Feedback on 28<sup>th</sup> February 2012.** It was agreed that the morning had been very successful and the feedback excellent. Some of the issues raised could be addressed immediately.
3. **Name – Town Plan or should it be something else?** A few ideas were discussed and it was agreed that contained in the name should be ‘Neighbourhood Plan together with Preserving our Past and Enhancing our Future’. Sandra will assemble the title.
4. **Review draft questionnaire.** This was discussed at length and alterations and amendments made. With regard to the online survey, Sandra will see if we can be incorporated under the umbrella of East Northamptonshire Council, but failing that the Survey Monkey would be used. The questionnaire for the younger people (from Year 6 through to 18 year olds) would probably only contain about ten questions. Sandra is meeting with the Ferrers School shortly.
5. **Method of distribution of Questionnaire.** Volunteers would be needed and councillors would be recruited to deliver by hand and for the younger generation the questionnaire completion could be assisted by schools. The questionnaire would be delivered to every household, business, school and names have been received from people outside the area who are interested in taking part. It is planned that the questionnaire be delivered before Easter. To advertise the survey posters will be displayed and the press will be contacted.
6. **Prize as an incentive.** It was agreed that there would be a £100 first prize for both the children and adults. It was suggested that businesses might like to donate a prize.
7. **Working Parties.** It was agreed that this would be decided at the next meeting.
8. **Date of next meeting:** Monday 19<sup>th</sup> March at 7 p.m.