

NORTH ELMHAM
COMMUNITY PLANNING GROUP

**Minutes of the thirteenth meeting held in the Sports Pavilion
on Wednesday 13th January 2010 at 7.30 pm**

Present: Peter Wade-Martins (PWM)
Nicholas Varnon (NV)
Mike Wyatt (MWy)
Meg White (MW)
Martin Phillips (MP)
Linda Richmond (LR)
Alan MacKim (AM)
Ivan Ball (IB)
Sue Ball (SB)

Parish Councillors present: Norman Lowe (NL)

Apologies: Peter Smith (PS)
Martin Sullivan (MS)
Caroline Payne (CP)

Action

1. Matters arising

- i) The minutes of the 17th December 2009 meeting were approved.
- ii) There were no matters arising.

2. Discussion of draft questionnaire

Following the December meeting, some further revisions had been made to the draft questionnaire and a copy circulated in advance of the meeting.

Discussion took place about the document and the group worked through the whole questionnaire. The issue of whether the questionnaire should be issued to each resident or one per household was revisited. It was agreed that the questionnaire would be issued to each household, with the proviso that more than one could be issued to the members of a household if they required it and wished to answer individually. Some questions were amended, some amalgamated with others, and some removed. Comments had been received from Peter Smith and these were taken into account in the process of refining the document. The questionnaire will now be updated to reflect the decisions made at the meeting and circulated before the next meeting, in order that the committee can approve it before wider circulation to consultation groups.

3. Identification and allocation of groups for consultation

A list had been circulated of possible groups to consult about the questionnaire before it is distributed to residents. These groups were allocated to committee members to contact:

Allotment Trustees - PWM
Institute Trustees - PWM
Eastgate Centre Trustees - PWM
Parish Councillors – LR (contact the Clerk to the Parish Council)
Elmham Surgery - AM
Bowls Club - MP
Young Farmers - LR
School Governors - NV

All

PCC - NV
Playgroup Trustees - MW
WI - MWy
Neighbourhood Watch – IB

The list will be reviewed at the next meeting to see if any other groups have been identified for consultation.

4. Any other business

None.

Date and Time of Next Meetings:

Wednesday 10th February at 7.30pm in the Pavilion.

Wednesday 10th March at 7.30pm in the Pavilion.