

Meeting Minutes Neighbourhood Plan 1 October 2014

Attendees: Per-Axel Warensjo, Gary Sumner, Angela Raymond, Kate Spurdell, Colin Offer, Brian Clarke, Colin Hayes, Barbara Parnell, Dave Roberts, Tessa Lanstein, Keith Chapman, Andrew Bennett

Apologies: Martin Savage, Alex Muskett

1. Flow of questionnaire. Start with introduction
 - a. Update introduction to set context and get important data such as Age group and date
 - b. Include URL for online survey
2. Comment field on each section
3. End with a general comment field
4. Do questionnaire in survey monkey
 - a. Review it by having each group member to complete the questionnaire before next meeting
5. How to engage with <30 age group?
 - a. Primary school age group: Ask School to complete the questionnaire **Tessa**
 - b. Secondary school age group: Use social media find out what it would take to get them to complete the questionnaire **Tessa/Gary**
 - c. Offer Prizes to complete survey **PX**
 - d. 18 – 30 age group: Ask questions on Facebook what would entice them to complete the questionnaire **Tessa/Gary**
6. Use Strongly Agree/Agree/Disagree/Strongly Disagree instead of Yes/No questions
7. Find Attached the updated questionnaire and a suggested introduction page.
8. Next meeting 23rd October 7.30pm HF