WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held Tuesday 27th Nov 2018 at Lyppard Hub, commencing at 19:30

Present: Andy Taylor (PC), Richard Fowler, Caroline Ansell, Mick Wright , Mike O'Sullivan Roger Harris (PC), Becky "Brodies"

Apologies: Andy Roberts (County Councillor) Paul Snookes, Katie Parsons, Dawn Merriman (PC),

Declarations of interest: None

Item	Minute Recorded	Action by
1	**Minutes of the meeting held on Tuesday 23rd Oct 2018.** Minutes confirmed as an accurate record of our meeting	
2.	**Outstanding Matters** None that are not included in the following meeting	All
3	**Report on the Questionnaire** Thanks to all concerned in the production, distribution, collation of the Q with special thanks to AT and CA for inputting the paper copies onto Survey Monkey Unexpected trends, more paper than on line(117 – 453) deadline was extended to enable the Q the run its course and empty the boxes. Checking the dates that the banners went up against numbers submitted. Overall 14.35% return which is a very good response, with a full range of response groups. As of today 471 Q inputted returned by 55% men 43% women 2% not said. Create graphs to show age groups, gender and compare with census data. The group then went through some of the raw data. These have been collated on the attachment to these minutes. Becky then showed a draft Power point presentation on how the data can be shown, interpreted and used going forward. This information can then be used by the NP and PC to influence future development, trends to feed into vision and objectives.	AT/DM RF AT

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4	**Analysis /What happens next** Useful opportunity to go through all the Q results with Brodies and have a think on how the information is represented. When all the information is processed the next steps are communication and strategy, newsletter, social media, website as well as public exhibitions. To share with the community. All to be passed by legal before publication to show no individual data all groups so passes GDPR; Also what can be done to keep the information going forward so it forms a useful basis for the Parish. Identify concerns of the Parish to help with planning applications, policy etc.	AT/RH
5	**Business Questionnaire** AT initial research, utilise a Business Q from a previous Neighbourhood survey that could be adapted to suit the NP needs. A range of questions some not pertinent as we have a different range of businesses. Look for volunteers to take the Q forward. Need to carry this out shortly to as not to fall behind	AT
6	**AOB** Business consultations, discuss how to take it forward Call for sites plan circulated for an opinion only Rainsford Review has been released and being checked out Use some of the Q answers to use against forthcoming applications in regards to parking numbers as current policy is too low, plus transport plans are out of date Discuss date for next meeting as it should fall on Dec 25th. Arrange an informal meeting instead?	
	Date and time of next meeting TBA	

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*(WCC) Worcester City Council (WPNP) – Warndon Parish Neighbourhood Plan
(WPC) – Warndon Parish Council (NPSC) Neighbourhood Plan Steering Committee