

Little Compton Parish Plan Meeting

Tuesday 1 July 2014 at 7.30pm at the Village Hall

Present:

Stephen Browne

Jeremy Evans

Hilary Macdonald (Chair)

Jenny Rudge

Apologies: Lin Dean-Smith, Sue Morgan

Discussion / Actions

- | | | Action |
|--|--|---|
| 1. Minutes and actions from last meeting | <p>The minutes of the last meeting (14 May) will be reviewed at the next meeting.</p> <p>Since the last meeting a spreadsheet analysis had been provided by Laura Perry, a recently qualified accountant. Payment of £100 had been approved by the Parish Council for this work.</p> <p>Jenny had circulated an analysis of the Getting Involved sheets to the committee members.</p> <p>Sue had prepared an analysis of the responses to the Reed Business School section and forwarded this to Stella Shaw</p> | Hilary |
| 2. Next action on questionnaires | <p>The spreadsheet analysis was brought to the meeting.</p> <p>The invoice for the work by Laura Perry was given to Jenny Rudge for payment by the Parish Council.</p> <p>The various sections were divided among the members of the Steering Committee with a view to providing a further summary and categorisation of the written comments under general headings (see list attached) for discussion at the next meeting. Hilary agreed to ask Laura for the underlying spreadsheets to facilitate this task</p> <p>The desired outcome is a report to be presented to the village at a meeting in early September.</p> <p>The issue of transparency of the questionnaire process was discussed. It was agreed that the optimal format for the content of the questionnaires to be available upon request to</p> | Jenny

All
Hilary |

the public would be the spreadsheets and summary format. This would avoid any potential breach of anonymity of the underlying questionnaire responses.

3. Next meeting, provisional date

To be held on 22 July at 7:30 p.m. in Village Hall with a view to reviewing the summaries of each section.

**Lin –
please
may we
book
the
village
hall?**

Hilary Macdonald

List of responsibilities for summarising questionnaire sections

1 July 2014

Sections 1 and 11	Jeremy
Sections 2, 8 and 10	Stephen
Sections 3 and 4	Hilary
Sections 5 and 6	Jenny
Sections 7 and 9	Sue
Section 12 (About you)	Lin