

BROCKWORTH PARISH PLAN

Steering Group Meeting 22nd December 2010 3.00pm

Present: Maureen Rowcliffe-Quarry (Chair), Julie Shirley (Secretary), Jude Perez, Janet Butler, Carol Brasington, Marilyn Cox (GRCC)

1. Apologies

Carole Neal and Chris Spencer were both unable to attend the meeting.

2. Review of Meeting Notes

The group reviewed the last meeting notes. Maureen R-Q gave an update regarding the artwork. It was agreed to ask the Parish Council if they will fund a license for 12 months use of the artwork including continued use for the parish plan. Action: Julie.

3. Questionnaire

The meeting discussed the production of a questionnaire and the associated costs and likely response rate. It was agreed that the questionnaire should be based on the results received to date, should be no more than 6 sides of A4, and ask for volunteers to collect in the completed questionnaires. Julie will contact a local printer for an indication of costs to produce 3,500 questionnaires of 6 sides of A4 black ink on white paper with a black ink on yellow paper front sheet that will contain the introduction and tear-off address slip for the free prize draw. Julie will also look into having a dedicated parish plan email address that the entire steering group can access. The Parish Council will be asked if they will fund the questionnaire once costs have been received.

An article was drafted for the next newsletter which will let people know that the questionnaire is coming towards the end of February and why it is important to complete and return. The article will include a couple of sample questions. The full list of questions would be compiled by the individuals as previously agreed and by the deadline of 27th January.

Environment – Maureen

Housing – Jude

Community & Organisations & Leisure – Carol B

Health & Education – Carole N

Business & Services – Janet

Community Safety – John Shellswell

Transport – Carole N

6. Future Meeting Dates:

The group discussed setting a regular meeting date and the majority were available for the last Thursday of each calendar month. The next meeting will be on Thursday 27th January 2011 at 3pm at Brockworth Community Centre.

Meeting closed at 4.30pm.