

Plumpton Village Action Plan

Minutes

Steering Committee (Sixth Meeting)

5th December 2006

1900hrs – Sports Pavilion

Attendees: Tom Hawthorne (Chair), Carole Nicholson, Alison Taylor, Jean Eagle, Kelvin Spiers, Mark McTaggart (Action in Rural Sussex), Faustina Bayo (Action in Rural Sussex).

Apologies: Paul Ramsay, Paul Mitchell, Denise Hall, Peter Baker, Hannah Simpson Banks, Harriet Allan, Katie Wride.

1. Agreed minutes of the meeting held on 20th November 06.
2. Ashurst Wood village action plan process

Agreed their presentation at our last meeting was most useful, informing us of the points that worked well and those that could have been tackled in a different manner.

In particular we noted the need to consider the final analysis process at the same time as we prepare the questions. Questions that end with an option to express “other” comments are very difficult to analyse and should be kept to a minimum.

Publicity will be key to successful participation in the action plan questionnaire.

3. Our questionnaire

A lot of time was spent going through the Ashurst Wood questionnaire, line by line, discussing the style and content of questions.

We need to ensure our questionnaire is interesting and we keep people moving through the questions, we decided numerous heading were a good idea, starting with an easier subject but getting the important ones up the front before people start to switch off, need to avoid difficult combination answers (a,b,c/ 1,2,3), be careful with leading questions, thought to be given to the type of answer we can expect and what

we are going to do with that information, decided Ashurst Wood far too detailed on environmental/recycling questions and youth element needed expanding, we liked the communications section and will expand on that, we found the order in which questions are asked is very important.

4. Our next steps

It was decided the questionnaire should be broken down into chunks each being tackled by sub groups of the committee. Draft questions and layout would then be brought back to the next steering group meeting, pulled together and discussed in detail by all of the committee.

Alison, Kelvin and Carole would take on environment, transport (inc speeding & parking) and communications.

Housing, footpaths/bridleways, facilitates (clubs, societies, sports, church, village hall etc), community safety, business community and education would be divided up amongst the rest of the group.

It was agreed whatever our style of questionnaire delivery/collection and subsequent analysis – we were going to need at least 20 to 30 additional volunteers. We all needed to start recruiting a few!

5. Date of next meeting

The next steering committee meeting will be on Monday 8th January 2007 at 1930hrs at the Pavilion.

6. Any other business - none