

## **SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP**

### **RECORD OF MEETING OF THE SURVEY ANALYSIS SUB-GROUP**

AT THE COTTAGE, PUDDLEDOCK LANE THURSDAY 26TH JANUARY 2017

Present: K. Blee (Chair), Mark Cribb (Secretary), Keith Johnson, William Egerton, Peter Dye.

Colin Marsh (additional member).

The meeting commenced at 19.46 hours.

1. K Blee explained the remit of the sub- group following the January steering group meeting was to carry out initial analysis of the survey and open day data with a view to establishing the key messages and themes in preparation for sending this to the newly appointed consultant, Brian Wilson, for further comment.

W. Egerton explained one possible approach using a prototype statement. C. Marsh who had previously circulated an Excel spreadsheet analysis of Questions 1 and 2 for consideration explained a similar approach based upon grouping of key words and phrases and extending this to the specific topic groupings. Following discussion it was agreed to adopt the latter approach with a view to moving to the former at a subsequent stage of the process.

Since the first two questions had already been addressed it was agreed that individual members take one topic each and CM take the remainder since most of these had already been completed in advance of the meeting. Additionally a summary statement was to be prepared for each topic heading. A deadline of 4 February latest was agreed.

2. Agreed actions.

**KB** – Land Use and conservation

**MC** – Other

**KJ** – Transport

**WE** – Housing and Planning

**PD** – Sports and Recreation

**CM** – Remaining survey topics.

The meeting closed at 21.25 hours.