

# SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

## RECORD OF SUB-GROUP MEETING

**Topic sub-group** - Survey

**Date of Meeting** 12/11/2017 **Time of meeting from** 10.30 **to** 13.25 hours

**Location of Meeting** – Springbank, Plaisters Lane

**Present:** K. Blee, A. Hohne, C. Marsh

### Key Discussion Points

- This meeting was brought forward due to people availability and the tight schedule.
- KB informed the meeting that so far one member of the Steering Group had provided feedback and they had not suggested any changes to any of the documents circulated.
- Following the review by the survey working party e-mail responses had been received from AH and CM and minor changes incorporated into the documents, mainly the Stage Two Survey.
- It was agreed that the Poster, Housing Needs Survey and Newsletter were satisfactory subject to correction of a few minor typographical and formatting errors.
- Each question of the Stage Two Survey was considered in turn and suggested changes incorporated. These were primarily issues of consistency of format and grammar such that the intent of questions was not affected. The Context statements were amended on some questions in order to ensure that they were non-leading and of consistent format and style, most notably those on Employment, Business and Tourism.

Map references were discussed relevant to each question and cross-checked for accuracy.

It was agreed to adopt a response option of 'Strongly Agree, Agree, Disagree, Strongly Disagree' wherever possible, the decision being made to remove the option of 'no opinion'.

On Q9 regarding mobile and internet coverage it was agreed to ask for the post code rather than the postal address in order to maintain confidentiality. It was also felt that reference to 2G etc. would mean little to most respondents and it was decided to replace this with signal reception criteria of 'poor, variable, excellent'. For part b and c agreed to change N/A to 'No internet'. Much discussion took place on the Heritage (Q12) and Housing (Q14/15) questions.

Q12 – proposed removal of part a) in order to be consistent with other similar questions such as that on Green Space.

AH confirmed his earlier concerns as to the potential impact on property values of inclusion on the list of Local Heritage Assets as incorporated within part b) of the question. CM confirmed a similar response from a neutral person who had read the draft survey. KB questioned whether we should be making judgements as to local heritage status of this kind as non-professionals. It was unclear as to precisely what criteria had been used by the Heritage sub-group in the preparation of the list since there were no recent records of meetings.

It was agreed that Brian Wilson be contacted for general advice prior to contacting the Heritage sub-group in relation to the selection criteria employed.

Q15 – The value of this question which specified the Waterworks and Pub garden areas was challenged. It was felt that Q14 adequately addressed this in more general terms by asking about the proposed extension of the development boundary. Sentences 3 and 4 of the Context statement were considered particularly confusing and should be removed or revised if the question were to remain.

It was agreed to contact Brian Wilson for advice prior to circulating suggested changes to the Housing and Planning sub-group.

On Q17 it was agreed to remove the words “high design” from part c).

- The covering letter produced by AH with input from CM was considered suitable subject to a few minor changes for purposes of timeline accuracy regarding the Place Appraisal.

### **Decisions/Actions Taken**

**Amend Housing Needs Survey, Newsletter and Stage Two Survey as agreed and circulate to the survey working party for further comment.**

**Action: KB**

**Contact Brian Wilson for advice on the concerns related to Q12 on the list of Local Heritage Assets prior to contacting the Heritage sub-group.**

**Action:KB**

Note the above action was later transferred to CM following an e-mail request to AH/CM.

**Contact Brian Wilson for advice on the omission of Q15 prior to contacting the Housing and Planning sub-group.**

**Action:KB**

**Next meeting of the survey working party to be held on Thursday 16/11 at 08.30am.**