

Sutton Poyntz Neighbourhood Plan Steering Group

PLACE APPRAISAL REVIEW MEETING held at 2 The Puddledocks on Tuesday 1st May 2018 from 19.30 until 22.20 hours

Present : Peter Dye, Bill Egerton , Colin Marsh

This meeting was called in response to the action arising from the 17th April Steering Group Meeting in relation to updating the Place Appraisal.

1. It was agreed that the primary purpose of the meeting was consider the feedback in relation to the Place Appraisal arising from Question 20 of the Stage Two Survey and to incorporate these comments as appropriate into a redraft of the Place Appraisal. PD emphasised that it would be necessary to continue to update the Place Appraisal and make reference to it in the draft Neighbourhood Plan.
2. The spreadsheet of feedback comments and the collated comments (by Section) produced by BE were used to identify issues for consideration. The latter document collated comments as follows:
Table 1; related to the overall process , general comments on the village or the personal status of respondents.
Table 2; those related to distribution and access to the Place Appraisal
Table 3; corrections or suggested improvements – these formed the main basis for consideration as they were specific to the content and layout of the Place Appraisal.
Table 4; General comments, mostly of a supportive nature.
Table 5; These related more to the survey questions as opposed to specific comment on the Place Appraisal.
Table 6; These were specific questions relevant to the development of policy and aspirations by the various sub-groups, to whom they had been forwarded earlier.
3. An overview of each Table was provided with detailed focus on Table 3 since these comments related to suggested changes in content and layout. A summary of the agreed actions (highlighted in red) in respect of each comment in Table 3 is attached to this minute as the file 'Place Appraisal review of feedback'.

ACTIONS

- Update the Consultation Stages referred to on pages 1 and 2 in line with the Consultation Statement.
Action:BE
- Insert sub-section headings into Section 3. **Action:BE**
- Complete amendments as per the Table 3 summary - Sections 3 and 5
Action:BE
- Complete amendments as per the Table 3 summary – Section 1,2 and 4 and forward these to BE for incorporation
Action:PD
- Of the two files on Drop Box the larger size file is to be used for amendments.
Action:PD
- BE to act as the single point of contact with Mike Haine on editing and to liaise with MH on the proposed changes.
Action:BE

