

MINUTES OF THE COMMUNITY LED PLAN STEERING GROUP
HELD ON THE 24th JANUARY, 2012, AT 7.30PM
AT SUTTON VILLAGE HALL

PRESENT

Stan Gyford, Chairman
Annette Mansie, Secretary
Tony Ford, Treasurer
Ian Mansie
Les Smith
Roy Talbot-Smith
Ann Burke
Sophie Pryce

1. **APOLOGIES FOR ABSENCE**

Were received from Kema Guthrie and Judy Stevenson.

2. **DECLARATION OF INTEREST**

None.

3. **MINUTES OF THE PREVIOUS MEETING**

These were taken as read, proposed by Les Smith, seconded by Ann Burke and signed by the Chairman, Stan Gyford.

4. **MATTERS ARISING FROM THE MINUTES**

Annette Mansie advised that she had written to the Headmistress of Bishops' School, but had not received a reply.

6. **TREASURER'S REPORT**

There was no report. The Parish Council had been advised that the prize for the draw for completion of the questionnaires would be adults, £100 and under 18s £25.

5/7. **CHAIRMAN'S REPORT/QUESTIONNAIRE**

(a)

The questionnaires and letter had been sent to Chris Gooding, and had been returned with comments for amendment. This had been done, and the questionnaires had been sent a second time and returned with further comments for amendment.

The committee went through the questionnaire, made several amendments, and agreed that the final draft should stand. The covering letter was also amended. It was decided, and agreed that two numbered raffle tickets would be attached to each questionnaire, the recipient would retain one, leaving the attached ticket to the questionnaire. The recipients' telephone number would have to be written on the back of this ticket. The same format would apply to the young peoples' questionnaire. The tickets would then be put into a draw and the winners notified within two weeks of collection of the questionnaires.

(b) Delivery and routes for distributing the questionnaires was discussed. This to be finalised at the next meeting.

8. DATE OF THE NEXT MEETING

Tuesday, 21st February, 2012 at 7.30pm at Sutton Village Hall Room 2.

There being no further business, the meeting was closed at 9.15pm.