

# SHEEPY PARISH COUNCIL

THE VILLAGES OF

Sheepy Magna, Sheepy Parva, Sibson, Wellsborough, Upton, Pinwall and Cross Hands

## Sheepy Parish Neighbourhood Plan

### 1. Progress against Plan

- 1.1 Generally we remain on track against our plan although the development of the website has slipped behind schedule. However, this was a deliberate decision as the same person responsible for looking after the website was heavily involved with the development and generation of the questionnaire, (Thanks to Kate) and so the development of the questionnaire was given the higher priority.
- 1.2 The two questionnaires are now complete and copies have been seen by the relevant interested parties, including the RCC who have been asked to create the test databases. The main adult questionnaire is 24 pages in length, two of these pages are blank so that the questionnaire can be printed off in a booklet form, giving it a more professional look. The Children's questionnaire is five pages long.
- 1.3 We aim to have the questionnaires printed off and ready for distribution by mid next week. Distribution lists are being produced to ensure we cover all areas of the Parish with the volunteers available, together with a crib sheet to help ensure some uniformity when we talk to the parishioners. The quantities are based on issuing two adult questionnaires per household and a Children's questionnaire as required. People distributing the questionnaires will also arrange to collect them by a pre-arranged date.

### 2. Budget

- 2.1 The budget has been the subject of attention mainly due to the newly calculated costs to print & scan the questionnaires. The original combined budget was £1000.00. This has now been increased to £2268.00. Although agreed by Mavis this needs to be ratified at this PC meeting for the record. The Steering Group now need to look to amend the TOR in line with the PC's Financial Regulations
- 2.2 The final choice of printer/scanner was achieved after some thorough research and came down to the final choice of GenusIT. (Paul Negus) They and our other option (Expand digital) were very close on the final cost and the price was driven down quite considerably by comparison to other suppliers.

### 3. Communications

- 3.1 We will continue to issue progress updates via the Parish Gazette and our facebook and twitter accounts which will be updated to reflect the launch of the Questionnaire.
- 3.2 We are still to finalise the content of the banners referred to above as well as the content of our Neighbourhood Plan website, which we now expect will go live in August.

# SHEEPY PARISH COUNCIL

## THE VILLAGES OF

Sheepy Magna, Sheepy Parva, Sibson, Wellsborough, Upton, Pinwall and Cross Hands

### **4. Data Protection**

- 4.1 Concerns were raised at the last meeting about the issue of data protection and the number of people who will see the questionnaire, specifically the RCC & PlanitX. To this end Andrea has been able to produce a draft agreement to cover this for the PC, subject to their agreement.

### **5. Steering Group**

- 5.1 Following on from the change to the Chair, John Ward has now stepped in as Vice Chair.
- 5.2 Concerns were raised about the reduced size of the Steering Group, however we have just welcomed a new member, Jessica Gurley, from Wellsborough which is a big help. The SG numbers are now back up to twelve.

Mick Toogood

2 August 2016