

Minutes of the meeting of the Eydon Village Design Statement Sub-Committee – Wednesday October 14th 2009 at 10am at 18 High Street, Eydon

Present: Mick Hawes, Kevin Lodge, Sue Russell and Bob Taylor

1. *Apologies for absence* - Rosie Blanshard and Tim Burns,
Also absent - John Bushell
2. *The minutes of the meeting held on 30th September 2009* previously circulated, were confirmed as correct and signed by Mick.
3. *Matters Arising* – The feedback sheets from the display at the fete have still not been located. It was wondered if they had remained with the clip boards to which they were attached. Mick will ask Rosie.
4. *Further contact with SNC*
Mick had tried to contact Adrian Colwell at SNC with a view to fixing up a further meeting but had not had any response to date. He had spoken to Mandy Lumb but she was unable to make a commitment without consultation with Adrian. It was agreed that the process of the VDS would not be delayed by this.
5. *Questionnaire*
Most of the session was spent reviewing the questions and format suggested by Bob. It was confirmed that one Questionnaire should be delivered to each household but that additional copies would be available if individuals within a household wished to make their own response. The response of a household should report the views of all in the house on a numerical basis e.g. 2 “Strongly Agree”, 1 “Disagree”. Mick feared that this might be somewhat confusing to responders. It was agreed that the final draft should be trialled with a few people to see if the method of completing it was clear. The Questionnaire should be delivered in the week beginning 16.11.09 and collected in the week beginning 23.11.09.

5. *EVN Supplement*

It was agreed to go ahead with the supplement in the November edition of the EVN. The aim of the supplement is to prepare residents of the village for the Questionnaire. It needs to give the timetable and to make it clear that help and discussion are available if required. A contact telephone number and email address should be given. It should include some reminder of the background of the VDS and the process to date. It should indicate that the Questionnaire may contain some questions that would not be within the remit of a VDS but which it was felt would be useful.

7. *AOB - None*

8. *Date, time and venue of next meeting.*

Date: Thursday October 22nd 2009

Time: 2pm

Venue: 18 High Street, Eydon