

Eardisland Parish Council

Meeting of the Feasibility Study Group
Tuesday 15 January 2019 at 2.00 pm in Eardisland Village Hall

Notes of meeting

Present: Richard Kirby (Chair), Reg Curtis, Jo Watson, Ross Risdon, Sue Richards, Chris Watson, James Miller and Maryan Hanson.

In attendance: Alison Sutton, Parish Clerk; Lynn Gordon from CLG Market Research.

1. **Apologies** – Susie Curtis.
2. **Draft questionnaire** –
Draft questionnaire reconsidered and some further amendments agreed.
3. **Event** –
 - **Display** – Further amendments, in line with questionnaire
 - **Boards** – Agreed order boards, as used in NDP consultation
 - **Management** – Clerk and survey company check off address of householders attending against list of addresses notated with number of adults on electoral register. Clerk arrange suitable list. Questionnaires for all on register to be sent to addresses where no-one or not all those on register attended event – latter with covering note that form intended for person who has not attended event
 - **Rota** – Time of event 12.00-6.00. Clerk bring rota for filling in to next meeting. Agreed 2 hour slots, plus setting up and packing down
 - **Refreshments** – Agreed tea/coffee/squash/biscuits
4. **Open forum** – None.
5. **Date for next meetings** –
Thursday 24 January at **13.30**.

Alison Sutton – Parish Clerk.

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