

Great Massingham Neighbourhood Development Plan

GMNDP Surveys Group

Tuesday 1st February 2022 10.30am

Minutes

Present: MJ, GA, CC,LA

Minutes of the GMNDP Surveys Group

The Minutes as approved by the Surveys Group will be put on the GMNDP website for public viewing.

Opinion Survey

There may be some properties within the village boundary (map viewed) that do not have a delivery of the Mallard. A check is needed that this is the case so that residents can receive the Opinion Survey. (LA to check by 15.2) Arrangements may be needed to find these properties and deliver these separately. Landowners living outside the village boundary will be sent a Survey.

2 copies of the Survey will be folded and inserted in each Mallard to encourage as high level of response as possible.

The Opinion Survey has been adapted with minimal changes for businesses (the name of the Business and Post code is requested but not age group, and a statement asking for one person representing the business to complete the survey).

The use of the grant-fund has been approved by the Parish Council for 1300 copies of the surveys, delivery, post box, survey holder, banner and all fittings, so these items will now be ordered.

A locked cabinet in the village hall is being provided on loan from the Historical Society to store returned surveys and any other items that are confidential. Thanks to Peter James (Steering Group) who has offered to collect the surveys from the box and put in the cabinet.

It would be useful for some paper copies of the Survey to be available at the Shop, Pub, Village Hall/Social Club, Farm Shop. Personal visits will be made with a letter and copies of the Survey to request this.

Young people of secondary school age will be given copies of the Survey as a Bus-Stop-Drop and the Leads of the Youth Group (if active) will be asked to let the young people know of the online Survey.

Contacts for village groups and organisations will be asked to share information about the Survey with members.

Information and Communication

The Banner will be situated by the well in the centre of the village and will promote the Survey for the NDP and indicate the post box. The box and banner will need securing (MJ)
The Mallard entry for March is designed to be eye-catching and an easy read so that anyone who has not previously read the NDP write-ups will get the message.

Our thanks go to Caroline Christmas who has set up the GMNDP Facebook page. The page is now up and running and has 59 likes and 61 followers at the time of writing. MJ will be having another meeting with the GMNDP website designers to continue work on the content, how the Survey will be displayed and the collation of the information from the Surveys completed online.

With some relaxation of the Covid Conditions, public drop-in information sessions are now planned at the Village Hall during March, 10-1pm Saturday 12th March, 6-9pm Tuesday 15th March, 2-5pm Thursday 17th March. Members of the Surveys Group are available to provide general information about ND Planning and Surveys. It is agreed that tea and biscuits will be provided and some assistance from the Support Group may be requested. It is proposed that example copies of other NDPs are provided, as well as posters and general information on NDPs. Thanks to The Community Car Scheme for the loan of display boards.

The short slide show about the NDP Survey is continued to be shown at the Film Club, unfortunately as the club's own equipment is used, it is not possible to extend the film show to other groups.

Results of the Survey

The Surveys Group considered the next stage and what the process may be for collation of the information from the individual Surveys. The purpose of the Surveys is to identify areas of interest and concern that will go forward to create the Policies in the NDP and provide supporting qualitative and quantitative data. Each Survey will need to be read (text analysis) to identify areas of interest and record these on a spread sheet. The Surveys Group is offering to continue with the collation of the information from the Surveys. Further work is needed to decide how best to capture the data from both the paper surveys and the online version.

Analysis will also be required to identify if there is sufficient demographic representation across postcodes and ages and agree how to encourage more respondents if required.

Community Engagement

Evidence needs to be provided on how people were consulted and engaged as part of the GMNDP. A Strategy and Process document was viewed and it was agreed that this should be considered in more detail at the next meeting.

Report to the GMNDP Steering Group

A short report will be given at the next Steering Group Meeting.

Date of Next Meeting TBA