

## **Kennett Village Plan Steering group meeting minutes: June 28 2007**

Present: Barclay Dutson, Robin and Josephine Swanson, Derek Miles, Anthony French, Jo Fitzpatrick

Acre : Budget is approved, and the cheque for £1,500 will be sent to the Parish Clerk, for administration within the Parish Council budget.

Timetable: it was agreed to aim to distribute the main questionnaire before Xmas, by volunteers. Possible incentive up to £50, e.g. raffle ticket. Survey to be anonymous.

Possible sticker on envelope with name and address of local distributor.

Letter to stakeholders: to be sent by Barclay on Parish Council letterhead when web site is operating (early August)

Flyer: 150 A4 Leaflets have been sent to households: initial results show concerns about environment and traffic, speeding.

New Poster and flyer for the village notice boards, pub featuring new web site and public meet date (September) at school and/or church. Derek to draft by end July.

Public meeting: Robin and Jo to arrange at school and/or church in mid September: probably day and evening meets. Explain plan, get feedback with brainstorming.

New flyer to be distributed in August to households. (All)

PR: Barclay to arrange with Newmarket Journal, CB8 and other media in August.

School: Jo to generally raise interest there, getting comments from teachers, parents, and involvement of pupils, probably in September term. Ideas include paintings, poems etc for the web site, or even multimedia.

Sports clubs and special interest group research to continue. Anthony to contact youth/football contacts, Robin the church (by next meet).

Email list: creation

Web site: Kennettvillage.co.uk. Derek to draft by end July as Webmaster. Barclay to reserve site. Use FrontPage initially. Online questionnaire such as Survey Monkey £120 possible.

Plan software: OK for questionnaire. Thanks to Derek for printing off questions.

Research Agency to be used for data analysis for credibility. Barclay to make first contacts by end July.

Pub: Support from Keith Fountain for leaflets, posters

Research Task Leaders: Traffic/Transport, Housing, Services, Leisure, Environment, History etc to be decided (people to write sections of plan).

Business contacts to be made for sponsorship. All to suggest contacts.

Steering Group members and structure to be decided

Next meet: 10e Dane Hill Road, July 26, 7.30pm

Thanks everyone!

Barclay Dutson