



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF THE VILLAGE APPRAISAL WORKING PARTY TOOK PLACE AT 8.00PM IN THE LIPHOOK MILLENIUM CENTRE, MIDHURST ROAD, LIPHOOK ON TUESDAY 20 JANUARY 2009

MINUTES

PRESENT WERE: Mr M Croucher, Dr J Tough (Parish Councillors), Mr L Futcher, Mrs K Everett (Working Party Members)

01/09 CHAIRMAN'S ANNOUNCEMENTS

None.

02/09 APOLOGIES FOR ABSENCE

Cllr PTD Jordan, Cllr B Easton and Mr N Everett

03/09 MINUTES OF THE MEETING – 10 JUNE 2008

Minutes were reviewed and accepted with no changes.

Decision: Agreed

04/09 MATTERS ARISING FROM THE MINUTES – 10 JUNE 2008

As the first ticket drawn had not been claimed a re-draw took place at a Parish Council Meeting, which resulted in a known winner.

05/09 DECLARATIONS OF INTEREST

No member declared any prejudicial or personal interest

08/09 COMPLETED RETURNS

Of the 3,900 returns issued 1580 were returned completed. This return rate of 40.5% very considerably exceeds the success rate suggested by County Council advisors in the planning phase of the project and reflects well on the support and interest shown by parishioners.

07/09 DATA CAPTURE THROUGH COMPUTER INPUT

Kate Everett reported that the software routine she developed for data capture had been thoroughly test and subsequently used by Working Party members for data input. With 1580 returns the time required for input is some 180 hours work.

So far 70% of the returns have been processed; the remainder are intended to be input by end February.

The Working Party wish to thank Mr John Pontet and Mrs Jane Jordan for their support in processing a large portion of the input returns

08/09 DATA AGREGATION AND INTERPRETATION

Kate Everett has finalised the data aggregation software. For security all data so far input has been backed-up onto a free standing hard drive.

Following discussion of options and resource availability it was agreed that a first version of the report would be compiled in March/April for presentation to the Parish Council in June.

To further improve awareness of the results the Working Party would hold a public meeting to present these preliminary results, bearing in mind that the prime users of the survey is for an as yet to be established Parish Plan panel.

Decision Kate Everett and Phil Jordan to consider if responses to certain limited specific questions may have been influenced by misunderstanding of input instructions (a tick instead of a number) and how these should be interpreted.

09/09 PARISH PLAN

It is hoped that survey exercise would encourage a small group of parishioners, motivated and supported by the Parish Council, to come together to develop a Parish Plan using this prime data as a starting point for further evaluation of parish needs and desires. Such Parish Plans had now been prepared successfully and to the benefit of many Parishes across the District and County.

Decision. The Parish Council to commence progress towards establishing a Parish Plan development process.

78/08 DATE OF NEXT MEETING

A date for the next meeting was held over and subject to completing the data capture.

CONCLUSION – This concluded the business of the meeting

Confirmed at the meeting held on

Signed
Chairman

