

# Compton Neighbourhood Development Plan



## Minutes of the Steering Group Meeting

Held on Wednesday 25<sup>th</sup> April 2018 at 7:30pm in The Swan, High Street

Those present: Dave Aldis (Acting Chair), Alan Howard, Grant Tuff, Peter McGeehin, Karla Jermy, David Norbury, Sally Duckett, Alan Garmonsway (Vice Chair), Rupert Reid, Mark Pinfold, Debbie Smith (Sec).

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### 1. Apologies for Absence

Uwe Anton, Georgina Smith, Chris Smith

### 2. Minutes of the last meeting

The minutes were agreed. DMG proposed, MP seconded. DA signed.

### 3. Matters arising

- DA asked to put on record his grateful thanks to AH and DS for all their effort in capturing the data from 429 paper questionnaires.
- RR updated the team that he is waiting to receive the results from the workshop being run by the Downs School to capture young people's responses.
- DA said the next big publicity event would be the Village fete on 7th July, when survey results will be on display.
- DA issued the confidentiality agreements obtained from the Parish Council for those present to sign and return. DS to circulate copies to those not present and collate and record all returned forms.
- DA confirmed that anyone who has not signed and returned their Declaration of Interests and Confidentiality Agreements will be removed from the group. Any member of a subsequent working party will also be required to sign a Confidentiality Agreement.

### 4. Data Analysis Progress Update

AH identified some of the anomalies on the forms including;

- multiple responders captured within one questionnaire,
- more than the maximum number of options being selected,
- selections not ranked where requested to do so

These have all been referred to the consultant Aaron Smith for advice on how to process.

AH described some of the methods he will use to analyse the data and the visual outputs he will be using to illustrate the statistics together with the use of thematic analysis to report the free text data. He expects the analysis to take about 3 weeks and the next step will be to merge the data from survey monkey with the data entered from the questionnaires. AH reported that there is a 95% confidence level in the data with only a 3.4% margin of error level.

### 5. AOB

- DA & DS will be meeting with Laila Bassett, Senior Planning Officer at West Berks Council on Tuesday 1<sup>st</sup> May, following a recently circulated press report in which an agreed NDP had to be

resubmitted following a Council increasing their Housing Allocation in their Local Plan. WBC are in the process of drawing up their new Local Plan to 2036 and the meeting is to gauge how this will impact on our NDP timescales.

- DS reported back on her meeting with Pat Winfield, (Stratfield Mortimer Development Plan team), outlining some of the methods they had used. It was agreed to invite Pat to address the group. DS to arrange.
- DA reminded the team that the next big public event is the Compton fete on 7<sup>th</sup> July. He has acquired display boards which are currently being stored in the Scout hut.
- DN reported that the MD/CEO of Carbosynth, Vanessa Eastwick-Field, is keen to engage with the NDP team, one for the Stakeholder engagement team when it's formed.

**6. Date of next meeting**

Wednesday 23<sup>rd</sup> May 2018 at 7:30pm in The Compton Swan.