STOKE GABRIEL PARISH PLAN STEERING GROUP

Action Points

Date & Time:	8 April 2008, 2000hrs	**Meeting No.:**	13
Meeting Place:	Red Slipper, Stoke Gabriel	**Minutes By:**	Ian Brown
Present:			
	Mick Mercer	**(MM)**	
	Clive Wigfall	**(CW)**	
	Chris Snow	**(CS)**	
	Rebecca Cogger	**(RC)**	
	Luke Peakman	**(LP)**	
	Ian Brown	**(IB)**	
	John Currie	**(JC)**	
	Edward Lovesey	**(EL)**	
	Roy Ellender	**(RE)**	
	Paul Duckett	**(PD)**	
	Chris Mortimer	**(CM)**	
	Rebecca Garner	**(RG)**	
	Emma Currie	**(EC)**	
Apologies			
	None		

		ACTION
12.0	**Action Points from Previous Meeting** Date of Previous Meeting noted as incorrect, should be 10th January 2008, otherwise accepted as a true record.	
	12.2.2 Distribution list to be updated with new/altered addresses as required following delivery of questionnaires. Information to be provided to RC	***ALL***
	Matters Arising	
13.0	**Charles Gillmore;** MM confirmed that Charles has resigned from the Steering Group.	
13.1	**Results of Draft QA 2008**	
	13.1.1 Raw data to be obtained back from DCC	***MM***
	13.1.2 All to review Draft QA's circulated by MM and respond by 18.04.08	***ALL***
	13.1.3 The following QA's, based on the QA numbering will require further analysis to clarify the results and presentation • 18; By Age breakdown and family make up • 19; Venn diagram • 34; Breakdown per household • 35; Breakdown per household • 37; Breakdown by age • 47; general clarification	

		ACTION
	• Generally; explanation of the frequency of the 610 count	
	MM to discuss obtaining this data refinement from Malcolm Mcdonald in the first instance.	***MM***
13.2	**Structure of Consultation Days**	
	13.2.1 CW confirmed village hall is booked for the public consultation on 9th and 10th May.	
	13.2.2 Times of consultations:	
	Friday 9th: 1900hrs to 2200hrs	
	Sat 10th: 0900hrs to 1200hrs	
	13.2.3 Publicity:	
	Totnes Times Article	***RC***
	Poster and Flyers	***JC***
	Stoke Gabriel News	***MM***
	School Newsletter	***JC/EC***
	13.2.4 Presentation of survey; form sub-groups all as before refer to MM email of 09.04.08. Leader of each sub-group to arrange meetings. Report back on proposals to MM prior to next meeting	***ALL***
	13.2.5 Consider "attractions" to the event; eg Tea, Coffee, wine.	***ALL***
13.3	**Any Other Business**	
	PPSG to continue to offer SG Parish Council opportunity to contribute to the Plan and be involved in the "Actions" from the Plan. MM has already forwarded the Draft QA's to the Council.	***EC***
	Date & Time of Next meeting: 30th April, 2015hrs at MM's residence	***ALL***
	Agenda: to be Circulated	***MM***