

**Notes of the East Leake Community Plan Group held on Wednesday 10<sup>th</sup> October 2012 at 7.30 pm in the Nags Head Public House.**

Present: Jenny de Villiers	Co-operative Sector & Neighbourhood Watch (Chair)
Vicenta Rose	Resident (Secretary)
Brenda Lewis	Resident
Carys Thomas	Parish Council
Gary Grayston	Resident & Business owner
Felicity Rose	Resident

Item	Action
<p><b>Response Rate</b> Response rate is 38.6% (1061 questionnaires)! This is an excellent response rate and surpassed our expectations. The mop up operation yielded an additional 5% return of questionnaires (148) so was well worth the effort.</p> <p>This response rate is extremely favourable when compared to previous surveys conducted in East Leake.</p> <p>Jenny has received good feedback on the questionnaire in terms of the design, appeal and thought provoking questions so thanks placed on record to Felicity for her work on the questionnaire.</p>	
<p><b>Prize draw</b> Kathy Seymour had provided a list of people (over 170) who wanted to be entered into the prize draw from the forms she has received so far. It was agreed to wait until Kathy has received all the questionnaires returned before we do the draw. Felicity &amp; Vicenta to deal with it.</p> <p>Carys will check with the Parish Clerk about the process for reimbursing the businesses in East Leake where the winners want to spend their vouchers. 3 prizes of 1 x £50 and 2 x £25 to be spent within East Leake.</p> <p>Vicenta to check with the winners about using their names and a photograph for publicity purposes.</p>	<p>Vicenta &amp; Felicity</p> <p>Carys</p> <p>Vicenta</p>
<p><b>Publicity</b> Vicenta to draft an article and circulate it to people at the meeting for amendment/approval. Will be sent to East Leake Times, Loughborough Echo, Nottingham Evening Post and PC Newsletter along with some photos from the Drop in Days. Plan to issue another press release in early January with highlights from Kathy Seymour's report.</p> <p>Gary to check link for Facebook page and ask members of the Facebook page to invite their friends who live in EL to join the group.</p> <p>Felicity suggested using the Drop in Sessions next spring to gather ideas from people about how to do the implementation of the plan. "Making it happen" could be the strapline.</p>	<p>Vicenta</p> <p>Gary</p>

<p><b>Neighbourhood Plan Project Team</b>  Gary Grayston kindly agreed to be the ELCPG representative on the Neighbourhood plan Project team. Other members of ELCPG can deputize at meetings if Gary is not available.</p> <p>There are a number of other roles (not linked to ELCPG) on the NH Project team so if anyone knows of anyone who might be interested then please let Carys know.</p> <p>Jenny Kirkwood from RCAN has contacted Carys as there is resource to support the Neighbourhood Plan work.</p>	<p>Gary</p> <p>All</p>
<p><b>Finance &amp; Funding</b>  Carys suggested that we could apply for funding to supplement the budget allocated to ELCPG by the Parish Council. This could be used to pay for the brochure detailing the Community Plan, a facilitator at a future event etc. Possible sources of funding are the Lottery; The Co-operative Community Fund and East Midlands Airport amongst others. Vicenta to add this to a future agenda for discussion.</p> <p>The original budget included the cost of Seymour Research Services inputting 1000 questionnaires. We received 1061 questionnaires in total of which 148 were online so 913 require manual input so this is within the budget</p> <p>As ELCPG felt it was important that Kathy Seymour presented the results of her analysis in person, this incurs an additional charge of £140 for her time and travel. This was agreed at the meeting.</p>	<p>Vicenta</p>
<p><b>Any other business</b>  Jenny to send Kenneth Clarke, MP for Rushcliffe a copy of the questionnaire for information.</p>	<p>Jenny</p>
<p><b>Date of Next Meeting</b>  Wednesday 12<sup>th</sup> December at 7pm in the Parish Council Offices</p>	