

MINUTES – GNPC Interim Meeting



Date: 12th November 2020

Venue: on-line via zoom

Present: Cllr Bob Waters (BW), Cllr Mark Bloomfield (MB), Tony Strudwick (TS)

Also present: Cllr Tricia Edwards + no members of the public

Apologies: Cllr Sara Moutard (SM) & Cllr Jo Beavis

Agendas & Minutes of Gosfield Neighbourhood Plan Committee Meetings & events are available on the Gosfield Parish Council website: e-voice.org.uk/gosfield/

#	Item/Description	Action	By who
i121120.1	Registration & Apologies for absence Chair welcomed all participants. Apologies were received Cllr Sara Moutard		Info
i121120.2	Public Participation Session No members of the public were present		Info
i121120.3	Preparation for Parish Council Meeting – 16 th November 20 No further amendments were made to the Business Approach Letter – remains agreed from the GNPC Meeting 3 rd Nov. 20 No further amendments were made to the Business Survey – remains agreed from the GNPC Meeting 3 rd Nov. 20 Business Survey Distribution & Retrieval Plan was discussed. As agreed at the GNPC Meeting 3 rd Nov. 20 – The Approach letter will be sent along with the survey and a pre-stamped return envelope to every business in Gosfield (all 132 as at 12 th Nov.20). The Business Survey will be set up on-line using ‘Survey Monkey’. Whilst collection & collation of data from survey monkey will be done for us, it will be down to the GNPC to collect/collate data from paper responses. Expenditure for Distribution & Retrieval Plan costed at £268 for stationery, printing & postage – Proposed by MB, seconded by BW, all in favour – resolution passed. Data Protection Officer for GNPC only – MB proposed himself to carry out this role on an interim basis, seconded by TS, all in favour – resolution passed.		Info
i121120.12	Items for next agenda - No specific items were requested		Info

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31120.13	Confirmation of date of next meeting GNPC Meeting confirmed - Tuesday 1 st December 2020 at 7pm via zoom (as confirmed at GNPC Meeting 3 rd Nov.20)		Info
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Meeting ended at 7.31pm

Signed by Chairman:

Date: 1st December 2020