# BAYSTON HILL COMMUNITY LED PLAN SURVEY

**Inception Meeting Notes, 13.12.17**

**Present David Preston, Jack Parry, Colin Lewis, Teresa Lewis, Ted Clarke, Claus Best**

**Helen Fairweather**

1. **Background/context**
	1. The electoral division is Bayston Hill, Column and Sutton, the last two being within Shrewsbury town. Does this increase the sense of being potentially overwhelmed by the town? There is a strong community spirit and many voluntary groups.
	2. A large number of people moved in in the 60’s and 70’s when large new estates were built. Now the age profile is changing, with younger people moving in. Houses are cheaper than Shrewsbury, and the school is an attraction since a merger led to it being rebuilt.
	3. Part of Lyth Hill is in the parish, now partly maintained by the parish. The PC is also now funding the library.
2. **Overall aims for the work – review & clarifications**
	1. A community asset approach is important. Open with what is good about the village. Environment and outside space is valued.
	2. Vision or narrative introduction to the survey. The vision needs to be realistic.
	3. Village identity and defensible character. There is a determination to be separate from Shrewsbury. How can BH remain a village?

It’s not just about development! We need to find out, if possible, what will influence planners. Get someone from planning to give their views? We know they fear appeals.

1. **Methodology – review proposals, agree approach, timetable**
	1. Steering group involvement at each stage.
* Members will distribute paper questionnaires.
* Further involvement to be agreed . Possibly data input of paper questionnaires; involvement with group discussions, village walks.
	1. Publicising methods, distribution and collection.
		+ Use existing website, facebook etc;
		+ Village newsletter
		+ Take advantage of panto month
		+ Use ‘quick postcards’ to publicise and encourage online completion
		+ Provide option for returning surveys. We will review the need for Freepost; if there are enough local collection points it may not be necessary.
	2. Size, and content of questions. Medium length – 15 to 18 pages, covering the 4 themes.
		+ Include key facts and myth-busting, eg about school & doctor capacity. maybe put in the margins.
		+ Find out how long people have been living here.
		+ Is there still a determined separateness?
		+ Health and wellbeing – what impact does living in a village have?
		+ See also notes from 7.12.17
	3. Issues
* There are only two entrances to the village, but the possibility of a third.
* A49 divides the community, with the older ‘Common’ area on the other side. People from there travel south rather than crossing the traffic to get to Shrewsbury.
* Broadband connection and phone signal is patchy, may be an issue for business?
* The Parade shopping centre is struggling
	1. Timetable - attached.

The main survey period will be during March.

1. **Stakeholder analysis – discuss and agree key stakeholders & appropriate engagement methods**
* Working age – mainly online questionnaire, with social media to publicise. Also reach at events, at shops etc.
* Older people – mainly paper questionnaire, reach at voluntary groups etc, face to face and group interviews. Reaching isolated people, with care needs will need to be via local care agency.
* Children – via school (note, build on work already done), scouts, guides
* Young people – involve key informants in a village walk to reveal issues
* Businesses – build on work done, they will be meeting. David has supplied a list in pdf, could this be in word to help with amalgamation and tracking contacts?
* Farmers and Landowners – Ted Clarke will find contacts.
* Public bodies
	+ - Highways
		- Severn-Trent
		- Emergency services
* Voluntary groups. David has supplied a full list, but there may be others, eg allotments society?
1. **Existing data/information – what there is, how to access it**
	1. Colin will send Helen the previous survey. There have been 7 or 8 responses to questions on the Plan website, all about new development.
	2. Parish Plan and plan review is available, also the Parish Profile, all on the Plan or the Parish Council website.
2. **Communication protocol**

Regular communication between meetings will be via David Preston.

1. **Contractual arrangements**

We didn’t discuss this. I suggest half of the basic fee now, and half at completion. As we are not yet committed to Freepost, I suggest excluding that at this stage, and tidying up that and other additional pieces (eg cost of data input) at the end.

That would give a basic total fee of £2,507, excluding VAT, at this stage.