

6. Housing survey: Ms Windibanks has discussed this with AY. She has offered to attend a working group meeting to explain the difference between the TVBC survey and the HNBP survey. BM felt the only difference was that the TVBC survey would include Bossington and wondered if it would be possible to separate some of the data in order that 'Houghton only' data was available for this group? AY has agreed to telephone Ms Windibanks and ask this question.

Action: AY to call Ms Windibanks

7. Traffic survey: AY is awaiting contact from Andrew Gibson at TVBC in this regard. It has been established that TVBC will undertake a traffic survey for a modest cost. AY will chase re timing and exact costs.

Action: AY to chase Andrew Gibson

8. Questionnaire

- a. It was agreed that the front page of v2 is too 'wordy'

Action: all to condense words into bullet points / make it more 'catchy'

- b because of the relatively small numbers of questionnaire recipients, it was decided that no IT version would be made available, only paper copies.

- c It was agreed that group members would hand deliver to each household. There was some discussion about the length of time given to complete the questionnaire and it was decided to keep the timescale very short at one week.

- d re statistical analysis: Sarah Fordham at TVBC has offered to help with this.

It was felt that a separate meeting was needed to go through v2 of the questionnaire. This will be next week with no other agenda items.

9. AOB – there was no other business raised.

10. Date and time of next meeting: Tuesday 22 August 2017 4.00pm