

Sandon Village Design Statement Association

Secretary: Mrs Clare Rowe

Fairlawn
Mayes Lane
Sandon
Chelmsford
Essex CM2 7RW
Tel: 01245 224730
Email: clare@mansardheating.com

Minutes of the Sandon Village Design Statement Association meeting held on 29 May 2007 @ 7.30pm

Present: Michelle Gardiner / RCCE
David Pearson – Chairman
Cllr Dianne Neale
Neville Jessop
Marjorie Ferguson
Clare Rowe

1. Apologies

Apologies were received from Ken and Denis.

2. Minutes of the previous meeting

Minutes were accepted and signed by the chairman.

3. Matters arising

Dianne advised that the bank balance was currently £4,054.74CR thanks to two grants that had been secured, one for £2,500.00 and the other for £500.00. It was noted that the RCCE's contribution in helping to secure these grants needs to be acknowledged in the final document.

Before moving on to the next point on the agenda which was the questionnaire Michelle asked to update the committee on some recent changes within RCCE.

A field officer would no longer be available for the Chelmsford area due to lottery funding coming to an end. In the immediate future email and telephone support would be available. More information events would be held by the RCCE to enable advice to be given.

4. The questionnaire

Michelle then went on to discuss the questionnaire she has been asked to produce for the committee on a consultancy basis.

The format of the questions was discussed, along with the style and layout.

The method of returning the questionnaires was discussed and the majority preferred hand collection. An incentive in the form of a prize was also discussed.

The timescale for producing and issuing the questionnaire was discussed and Michelle said that CBC would require about 4 to 6 weeks for consultation and final approval.

5. AOB