

## **RADLEY PARISH PLAN STEERING COMMITTEE**

### **Minutes of Meeting held on Monday, 15 December 2010 at 6.30 pm at 55 Foxborough Road**

**PRESENT:** Ms Kayla Tomlinson (in the Chair)  
Mr Garry Cook  
Dr Eric Davies  
Mr Bob Earl  
Mrs Jenny Standen  
Mrs Fiona Wilkes  
Miss Martha Young  
Miss Sally Raven

**APOLOGIES:** Mr David Buckle, Mrs Inga Doherty, Mr Ian Yorston

1. **Next Meeting and Venue:** To fit in with the availability of the printed questionnaires. Monday, 24 January 2011 was a possible date for members to meet to collect copies of the questionnaires for distribution.
2. **Minutes of meeting held on the 1 November 2010:** The minutes were accepted as a true record.
3. **Finance - Claims for expenditure:** It was agreed that the following should be paid: Miss Sally Raven - Photocopying £6.30
4. **Questionnaire:** The questionnaire was reviewed in detail. It was noted that Didcot Power Station were concerned about the number of copies to be printed, and it was noted that Sally Raven had been asked to obtain two estimates to put forward. **IT WAS AGREED** that only one copy would be available for each household to limit the number of copies to be printed.  
**ACTION:**
  - (a) A final version of the questionnaire would be prepared and circulated to members for proof reading before it was sent to the DC to put into the format required for the SNAP software.
  - (b) It was hoped that the distribution could take place between 31 January and 3 February 2011 subject to the timetable of the DC and the Power Station.
  - (c) Paul Gamble would be asked if Radley College Boys could distribute to Sugworth Crescent and Woodlands Mobile Home Park on the 2 February 2011.
  - (d) Chris Gasson would be asked if he could distribute and collect to households in New Road and Little Howe Close.
  - (e) It was hoped that a box for collection of questionnaires could be made available in the village shop.
  - (f) An amended distribution list would be circulated to members.
5. **Website:** No further work had been undertaken on the blog.
6. **Any Other Business:** Nil