

## **HOLT NEIGHBOURHOOD PLAN – SCOPING STUDY - FOCUS GROUPS BRIEFING NOTES**

### **Draft 1 – the story so far**

This is the first draft of the Plan that we are releasing to people who have already expressed an interest in being involved. We really want your feedback, which we will incorporate into the second draft of the Plan which will then go out for consultation with the whole village.

We have reflected some of the issues directly related to the development of the Tannery site in this draft, but this picture is still emerging – and we will need to keep our response flexible. The Neighbourhood Plan is also about much more than this development and many of core issues are still important regardless of what happens on this site.

There is more detail - some statistical background, maps, links to the Wiltshire Core Strategy etc - to come but we hope this draft provides a clear view of the thinking and direction so far. Much of this draft is a statement of facts based on the village surveys conducted already and from these, we want the priorities for action to emerge.

### **Purpose of the focus groups**

We are happy to have feedback from individuals or for people to get together in small local groups and discuss it – creating neighbourhood focus groups. These may meet once, or more often if you think that would be useful. We hope these less formal meetings will enable more people to contribute and be heard.

We want the feedback to reflect all the opinions expressed at the group. These are not about persuading people or reaching a consensus. If there are differences of opinion, these should be recorded and reflected back. The person recording the feedback (on the feedback form) should take care to be as fair and impartial as possible.

### **Process**

To start this stage off, we are holding this briefing meeting for anyone willing to be part of a focus group. We will then hold an open session for focus groups to gather together on the following Monday 30<sup>th</sup> July at 7.30 in the URC Hall.

In order to ensure as many people as possible can participate, there will follow a period when focus groups can meet around the village. Each member of the Steering Group has been allocated a neighbourhood (see list below) and they will facilitate the focus group meeting(s) for that area and record the feedback. Their role is to provide clarification, if required, and impartial recording.

## **Form of feedback**

Because we need to be able to analyse the feedback from all the groups and reflect it fairly in the next draft, it is important that it follows a consistent form. To this end we have provided feedback sheets to record your views. It would be really helpful if you could use these. Obviously, if you want to add more comments or ideas, please feel free. This can be identifiable or anonymous.

We also need to keep track of how the whole consultation process has been conducted to ensure we have a representative cross-section of views. We would like you to provide us with brief details of when and where the meeting took place and how many people attended. We do not need individual names or addresses.

We hope the feedback forms are simple to use and helpful in focussing discussion. Any comments on the usefulness (or otherwise) of these would also be welcome before we go out to a wider audience.

## **Timeline**

We need this initial stage of consultation to be completed by Sunday 16<sup>th</sup> September. We appreciate that this is over the main holiday period, but hope that during these eight weeks, people will still be able to get together.

The Steering Group will then collate and analyse all the feedback and incorporate this into the second draft of the Neighbourhood Plan. We hope to have this ready by the end of October. This will then go out to a wider consultation with the whole village. Consultation at this stage may include:

- Public meeting(s)
- More focus groups
- On-line feedback

## **Steering Group areas**

- The Spa & Hawcroft – Judy Vincent [judyvincent2001@yahoo.com](mailto:judyvincent2001@yahoo.com)
- The Street – Andrew Pearce [a-pearce2@sky.com](mailto:a-pearce2@sky.com)
- Little & Great Parks – Fiona Drysdale [fionaccampbell@btopenworld.com](mailto:fionaccampbell@btopenworld.com)
- Leigh Road, Ham Green & Ground Corner – Chris Flannery [chris.flannery@talktalk.net](mailto:chris.flannery@talktalk.net)
- The Common – Jane Grant [eigrant203@btinternet.com](mailto:eigrant203@btinternet.com)
- The Midlands – Heather Morris [heathermorris@compuserve.com](mailto:heathermorris@compuserve.com)

## **Responses**

Please send all responses (or questions) to:

Heather Morris, The Old Stable House, The Midlands, Holt BA14 6RG Tel: 01225 783436

Deadline is 16<sup>th</sup> September 2012 but anything you can send earlier would be very welcome.

**Holt Neighbourhood Plan Steering Group, July 2012**