

**Bilbrook Neighbourhood Plan Steering Group  
Meeting on the 20<sup>th</sup> January 2022 at 7:00 pm over Teams**

**Minutes**

**Steering Group Members Present:** M Adams, S Adams, G Burnett (Chairman), S Jenkins, T Law, A Lloyd, K Lloyd, A Preece  
Also Present: K Daker (Parish Clerk)

1. **Apologies:** A Johnson

2. The minutes of the previous meeting on the 16<sup>th</sup> of December were approved.

3. The creation of a questionnaire

**Action:** To use Microsoft Forms for the survey as it is free and works well. Link to be sent to the Steering group to test the survey and send back comments. The aim is still for the Questionnaire to go out in mid-March 2022. G Burnett to speak to Bilbrook Middle School about a “Future Bilbrook” competition to get pupils drawings to add to the questionnaire.

4. Management of the Facebook Page & Website

**Matter of Report:** T Law has been set up as an admin of the Facebook Page.

5. Logo competition

**Action:** G Burnett to collect the entries after the closing date on the 26<sup>th</sup> of January and bring them to the next meeting to decide on the winner.

6. Response Boxes – **Matter of Report:** – Two boxes have been bought which will initially be used for the school drawing competitions.

7. Any other Business. – Action – request air pollution monitor to be placed by Bilbrook junction.

8. Date of next meeting - **Thursday 3<sup>rd</sup> February 2022** at Bilbrook Village Hall.

9. Items to be discussed at next meeting – Explanation of Section 106.