

# Feedback

from the Malmesbury Pilot Area Board  
17<sup>th</sup> September 2008

Approximately 40 attended the Pilot Area Board meeting held in conjunction with the NWDC's Malmesbury Area Committee on 17<sup>th</sup> September 2009, these comprised:

Members of the Public  
District Councillors  
County Councillors  
Town Councillors  
Parish Councillors  
Malmesbury & the Villages Community Area Partnership  
Community groups/organisations  
Officers

25 evaluation sheets were returned either on the night or following the meeting.

## Feedback from the Evaluation sheets:

Responses were graded 1 – 6 (1= poor and 6 (good)

	Response rate	Average score
Was the venue appropriate?	25	5.0
Was the room layout appropriate?	25	4.8
Did you feel welcome at the meeting?	24	5.0
Did you feel involved?	25	5.0
Did everyone have the opportunity to speak?	23	5.1
How did you rate the agenda?	24	4.7
How did you find the presentations?	25	4.7
How did the Chair control the meeting?	25	5.3
Was the meeting well prepared and publicised?	21	4.4
How did you rate the meeting overall?	25	4.7

## Comments/suggestions received with reference to this meeting are as follows:

1. Chair made sure everyone was able to speak and be involved
2. I'm considering becoming a Parish Councillor and found the meeting very useful
3. Can the public ask for an item to be added to the agenda?
4. Venue too large and too cold, could be more personal if gathered together move
5. Better meet & greet would be nice – perhaps a notice board with names of committee, photos etc
6. I'd like to offer assistance on producing more impactful and professional slide presentation. Miranda spoke very well, but the IT side could be better
7. Break for coffee/tea

8. Stop for coffee & networking
9. Hot soup and rolls to be provided at the end of the meeting as winter is nearly upon us!
10. It would be a good idea to have as much data available as possible as there is a wide variation in knowledge on subjects discussed
11. Wiring for speakers should come up in the centre of tables
12. Presentation (slides) – fawn/brown lettering on a coloured background could not be read easily at some distance. What is wrong with good old fashioned black or white?
13. Meeting - was well prepared, but the fact that there were very few members of the public present suggested that it was not well publicised
14. Felt rather like being at a “consultative” meeting - many decisions already made
15. Limit discussion on “speeding”. It can take over any meeting
16. The meeting was overlong and it will be very difficult to maintain people’s interest for many more meetings like this and we will find attendance dropping off. Comments must be snappy and decisions quickly made
17. Meeting was rather Malmesbury centred with less emphasis on the villages
18. The Chairman did not encourage the use of the communication system which detracted from participation in discussion
19. ‘Circular’ seating makes it difficult to see main speakers without blocking others view. Also makes use of desk microphones difficult – trying to speak in one direction which looking I another (also member of M&VCAP)

**Officer observations:**

The response rate was over 50% which was good. On the whole the response to the September pilot Area Board meeting should be viewed as positive, especially in terms of the Chairman’s control of the meeting and the opportunity for people to speak. The question receiving the lowest score related to a poorly worded question related to publicity and the how well the meeting had been prepared. This has been altered to look at publicity only.

Lay out of the room is likely to vary in order that we can ‘test’ various options, recognising that some arrangements will better suit a specific style or agenda item. It is recognised that the PA systems are likely to be stretched in this pilot phase and that once certain formats are agreed county-wide there will be an opportunity to purchase appropriate equipment.

Suggestions regarding presentations are useful and much appreciated.

It should also be noted that, as the Area Board was run in conjunction with the NWDC Area Committee meeting, responses to these questions may represent views on both.

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