

**BOUGHTON AND DUNKIRK NEIGHBOURHOOD PLAN  
LOCAL BUSINESS MONITOR**

The Neighbourhood Plan for Boughton and Dunkirk is currently being prepared. It will set the development framework for the next 15 years. The needs and aspirations of local businesses will be reflected in the plan. Please complete this brief questionnaire for your Business. Please add any further notes at the end of the survey, if required.

**About your business**

1. Where is your Business located?  Boughton  Dunkirk

2. Is the Business part of a larger Group?  Yes  No

3. What is the main function of the site operation in Boughton and Dunkirk? *(Please indicate all that apply)*

Headquarters  Warehouse/ Depot  Retail/Sales  Manufacturing  Sole Premises  Call Centre

4. What is the nature of your business?

5. What is the legal status of your organisation?

Sole Trader/Self-Employed  Limited Liability Partnership (LLP)  Limited Business (Ltd)  
 Public Limited Business (PLC)  Limited Partnership or Limited Liability Partnership  Co-operative

Other (e.g. Social Enterprise), please state:

6. What is the Business's approximate annual turnover?

Up to £10,000  £10,000-£60,000  £60,000-£250,000  
 £250,000-£1m  £1m-£2.5m  £2.5m +

7. How many staff members are employed at your business address in the two parishes?  
(Full-time = 30+ hours per week; Part-time = less than 30 hours per week)

Full time  Part time  Sub-contractors  Total FTE

8. Of these staff members, how many live within the two parishes? [based on post codes ME13 9\*\*]

**Business Environment**

9. Do you use any business support services?  Yes  No

10. If so, have you used any of the following services? *(Please indicate all that apply)*

Kent Invicta Chamber of Commerce  Local Chamber of Commerce  High Kent Growth  
 Business Breakfast Club  Growth Accelerator or funding schemes such as  TIGER  The Angel Co-Fund  
 Seed Enterprise Investment Scheme  Other:

11. If not, what was the main reason that you have not used these business support services?

12. Does your business export?  Yes  No

If Yes, approximately what % of turnover is exported?  %

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13. Has your business situation changed overall in the last 12 months?

Improved       Stayed the same       Worsened

14. What are your expectations for the business over the next year?

Substantial growth     Modest growth     Stay the Same     Moderate decline     Substantial decline

15. What are the top three constraints on growth of your business locally?

Recruitment     Skills and training     Finance     Infrastructure     Access (roads, rail, traffic, b/band, etc)  
 Inadequate premises available     Costs (e.g. utilities, business rates, labour, etc)     Other

If other, please state:

16. Does your Broadband provision at your current premises meet your requirements?     Yes       No

17. What speed is broadband to your business premises currently?     Mbps

18. Do you have any additional comments to make about the local business environment?

19. Has there been a change in the numbers employed in your business over the last twelve months?

Increased       Stayed the same       Decreased

20. Do you anticipate any further changes to your employee numbers over the next year?     Yes       No

21. If you have been unable to fill an employment vacancy, please explain the main reason:

22. Will your Business' property requirements change over the next 3-5 years? *(Please circle a,b,c etc)*

Upsize       No change       Downsize

23. If there is likely to be a change in property requirements, where would you prefer to locate?

Expand on same site       Expand on new site in Boughton or Dunkirk       Expand elsewhere

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24. What type of premises would you prefer to change, or expand to?

- Extend same or adjacent site     Refurbish current site     Renovate or Reuse alternative building/site  
 Entirely New build site     No preference     Not applicable

25. Would you require assistance with any potential property move?     Yes     No

26. How many additional employees would a new site / building for your business require?   

27. Does or could your business provide, or offer any of the following, e.g. if expanding?

- Training opportunities     Apprenticeships     Work placements     Work experience     Mentoring

28. Which three things would you like the B&DNDP to address to improve your business' prospects and life in the village generally, over the next 15 years?

1.
2.
3.

29. Would a shared business hub; office, light industrial use for local small, or micro business, with on-site services such as secretarial support, IT, business advice be of assistance with any expansion plan?     Yes     No

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Additional Remarks

**Future Contact:**

Please tick this box if you are happy to receive further correspondence from the Boughton & Dunkirk Neighbourhood Plan Team on matters reported in this survey   

We may, where possible, be able to contact you to clarify the points that you have raised. Please also provide your contact details below:

Your name:     Phone number:

Organisation name:     Email address:

Position held:

Thank you for completing the Boughton and Dunkirk Business Monitor form. Please return it in the enclosed pre-paid envelope or to the Post Office or the Village Shop. More information about the Neighbourhood Plan is available from:

<http://www.boughtonanddunkirkneighbourhoodplan.org.uk/>

NB The data from this survey will be collected together, summarised and published on the Neighbourhood Plan website. It will only be used for the purposes of developing the neighbourhood plan. No personal details, or answers that could lead to you, or your Business's identification will be published, without your consent. Any significant representative remarks or comments may be published anonymously, unless you express a wish for them to be directly attributed.

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