



NEIGHBOURHOOD PLAN STEERING GROUP

NOTES OF A MEETING HELD AT 25(A) LOAD STREET ON MONDAY 12th MARCH 2018 AT 7.00 PM

Present: Councillor Calne Edginton-White, Councillor Philip Edmundson (Chair), Councillor Councillor John Beeson, Councillor Anna Coleman, Nick Farress (Town Clerk)

1. Apologies – Councillor Derek Killingworth, Councillor Linda Candlin

2. Housing Sites not included – justification

The revised version of the justification was received and AGREED. This would be sent to Helen Smith at WFDC for information.

3. Questionnaire

The Town Clerk had previously sent a link to the SurveyMonkey survey. The Town Clerk explained that the questionnaire had been approved by FTP and was largely based on the objectives and policies survey from March 2017 with updated wording, maps and a final question asking respondents whether they would vote in favour of the Plan at referendum. It was **AGREED** to adopt the questionnaire but allow Members until the 19th March to flag up any further amendments to the Town Clerk before making the survey live.

4. Plan presentation and launch

Greener Living Fair – 24th March 2018 10am-3pm

This would be a “soft” launch and just be a table at the Fair manned by **NF/PE/LC/CEW**. This will be an opportunity to show people the Plan, have a laptop with the survey loaded and talk to people about the Plan and how to respond. Hard copy questionnaires will also be available for people to take away along with some A5 flyers.

Community Showcase – 7th April 2018 10am-3pm

This would be another “soft” launch based on the Greener Living Fair but with the possibility of using one of the side rooms to give the Plan some focus.

Annual Town Meeting – 9th April 2018 – 6pm-7pm N Plan, 7pm-9pm, Mayoral Reception 9pm onwards.

This would be the main launch event with the Plan being showcased before the meeting at 6pm with the laptop being available, flyers, questionnaires and the Plan itself. There would then be a Mayoral Reception in the Café afterwards where people could stay and engage with the Plan over a drink and a snack. This may also encourage people to come along. **PE** would make a presentation about the Plan at the Meeting itself too and the **Mayor** would be the main “face” of the launch to avoid any potential conflict with local elections. It was agreed to ask **Kyle Daisley** to liaise with the Hall about the after meeting reception and whether the Hall could organise the catering for a fee. The cost would be borne by the NP budget.

5. Publicity

The **Town Clerk** would ask Jason (who designed all the storyboards) whether he was able to design up a leaflet. **PE and NF** would come up with the wording and content. **NF** would organise a press release about the launch at the Annual Town Meeting. It was also agreed

to have a presence at the Riverside Market on the 15th April and **CEW** would organise this with Kyle. It was also agreed to have a large poster made up for the Beale's Corner Noticeboard reminding people to get involved. A slot was available week beginning 14th May.

6. Next Meeting

Next meeting due to be held on Monday 11th June 2018 at 25(A) Load Street.