

South Leverton 5th NP Steering Group Meeting

Thursday 14th June '18

Agenda

- 1 Contact details of SG members
- 2 Public Engagement Strategy
- 3 Public Meeting 4th July'18
- 4 AOB
- 5 DONM

Discussion

1 Contact details

Residents present: - Catherine Hoyle, Gerry Wareham, Andy Marsh, Gordon Muir, David Hampton, Andrea Scott James, Jamie Spittlehouse, BDC representative: - Luke Brown

Seven residents were present at this meeting. It is now expected that regular attendance will ultimately comprise of eight or nine people. From now on meeting notes will be distributed to those residents who are on the contact details list, which will be circulated following this meeting.

2 Public Engagement Strategy

Catherine had downloaded the Clarbrough Engagement Strategy and it was agreed that SL would use this document as a guide to their engagement strategy. All agreed that there was scope to minimise the associated documentation, with an initial standard letter addressing all groups in the village making them aware of progress; inviting their contribution; providing SG meeting dates with an invitation to attend initial public forum sections; offering opportunities to make presentations to village groups. Catherine agreed to prepare a letter for comment and circulate it to the SG members for comment. Timescale for issue of the letter would be following the 4th July public meeting with no specific date at this time.

Action Catherine Hoyle

With regard to approaching land owners Luke Brown advised that due to private data protection issues the SG would need to advertise offering land owners the opportunity to express interest in their land being developed within the neighbourhood plan. No action was taken at this time to prepare an advert.

3 Public Meeting 4th July

Actions from the previous meeting in this regard had been completed, meeting flyers were available, main hall was booked, large map of SL parish was available. Remaining actions were: -

- Preparation of a flyer inviting entries for a NP logo competition. Catherine agreed to prepare a flyer and circulate for comment by return, to enable Luke to arrange for printing and delivery of the flyers by Monday evening. **Actions: Catherine & Luke**
- Distribution of meeting and competition flyers was agreed with members taking their share for posting during week commencing Monday 18th June. **Action: All members**
- Purchase of wine, cheese, and soft drinks.
Catherine & Andrew agreed to purchase supplies of wine, cheese & soft drinks.

Action: Catherine & Andrew

- Supply of glasses.
Gordon commented he had plentiful supply of glasses and agreed to provide them which could be used in addition to those that maybe available from the hall kitchen. **Action: Gordon**
- Main hall to be available from 4.30pm to enable sufficient time for preparation of tables, posters, etc
Action: Gerry Wareham

The purpose of this first public meeting would be to promote residents enthusiasm for their NP; to identify their considerations of SL strengths, weaknesses, opportunities, threats; to give them an opportunity to suggest a village NP logo possibly through a children's competition rewarded with prizes for selected winners; enable them to express their aspirations for development of SL.

It was agreed the meeting would be a "drop in" cheese & wine evening between 6.30 and 8.30 to enable mums and dads to bring along children. Apart from an introduction by the Catherine there would be no speeches; BDC representatives would be present in order to answer technical questions; tables would be arranged around the hall for small groups; a central table would be provided on which there would be a large map of South Leverton; posters would be arranged of possible development categories; cards & pencils would be provided for residents to record their ideas and put onto the village map; SG members would circulate amongst the residents to listen to and discuss residents ideas.

3 AOB No other business was brought up.

4 DONM Date to be arranged following the public meeting on 4th July.

Gerry Wareham