

Record of Much Birch Neighbourhood Development Plan Steering group (launch planning) meeting 1 June 2017.

Present. Dave Goldsmith (Chairman), Shirley Coates, Trisha Egerton, Lesley Gare, Steve Turner (PC), Roisin Burge (PC) , Chris Gooding (Data Orchard)

1. Apologies Chris Grover, Steve Holder

2. Declarations of Interest. There were no declarations of interest.

3. Approval of Minutes of meeting 20 April.

These were agreed and approved as a true record.

4. Public Launch event.

Arrangements for the **Public launch** were discussed and confirmed as follows:

The importance of Reception and registration of interest was noted and all visitors would receive a handout with key facts about the NDP process. Initial orientation would be arranged via large scale Parish Map on which visitors would be invited to 'plot' their place of residence.

Visitors would be asked if they would willing to give their name/email address to be added to a list for circulation of minutes and future consultation.

An overarching statement of 'Draft Vision and aims together with Eight main boards setting out the key themes and updated Parish information (for NDP consultation) would be set out around the room and visitors encouraged to visit all boards so that they might give/attach their views (via a post it and dot sticker mode) .

A drawing facility (flipchart and crayons) would be made available for children (whilst parents circulate and comment on themes).

Refreshments would be available over the whole period of the event 2 till 7pm.

An 'End of event' flip chart/comment board) would be provided to seek any further ideas/recommendations arising from individual experience of the launch).

5. Event Leaflet Delivery

David had undertaken a large amount of preparation for this item. He had divided the Parish into seven (delivery areas) each of which was allocated (for personal house to house delivery).The task was then divided up by members of the group. All homes in the parish had been identified and it was agreed that the deliveries would take place over the next weekend.

6. Other matters arising from the last meeting.

David G reported that entries for the Much Birch NDP the Parish Web site (187 members) were now 'live' and that there had been 40 contacts since the first entry.

7. AOB

Changes of e mail address were noted as follows.

Lesley Gare Lesleygare41@gmail.com

Shirley Coates songbird76@btinternet.com)

8. Date of next Steering Group Meeting Thursday 29 June 7.30pm.