

## Kings Caple Neighbourhood Development Plan Steering Group

### Notes of Meeting 27<sup>th</sup> July

#### Summary of Discussion Points

- 1) First flyer sent to Phoenix & Wormelow Hundred. 150 being printed and hand delivered this weekend. ACTION: ALL - as agreed
- 2) Second flyer required by mid Sept. Third end Sept. ACTION: All
- 3) Residents Open announcement meeting Oct 5th - due to school holidays unable to confirm availability of school. Booked Old School hall instead.
- 4) Funding. Grant applied for and awaiting result. ACTION:MH
- 5) Web site. Quote received and attached to grant application. ACTION:MH
- 6) Treasurer appointed – Richard Gregory. MH to email SS. ACTION:MH&RG
- 7) Questionnaire. Work to commence on drawing up draft questionnaire. Working group = DW/RK/TG. ACTION: Group
- 8) “Plan for Real” demo. Unfortunately Emma Lawrence couldn’t make the meeting but has indicated she would be available on Sept 17<sup>th</sup> 7.30pm. Rescheduled for that date.  
ACTION: All
- 9) Andrew Eames has agreed to interface with local businesses for their input to the NDP.
- 10) Sheila Hook has agreed to liase with Adrian Harvey for school input to the NDP.
- 11) Involve school children in NDP activity sessions.

| Topic                                | Activity   | Action   | Due  | Completed |
|--------------------------------------|--|--|--|-----------|
| Community Engagement                 | <ol style="list-style-type: none"> <li>1) 1<sup>st</sup> NDP flyer style &amp; content</li> <li>2) Printed &amp; Distributed</li> <li>3) 2<sup>nd</sup> Flyer required</li> <li>4) 3<sup>rd</sup> Flyer required</li> <li>5) Interface with residents</li> <li>6) School activity sessions?</li> </ol>   | All<br>All<br>CBJ<br>All<br>WH<br>?                | 30 Aug<br>Mid Sept<br>End Sept<br>On going | 26/08     |
| Residents Questionnaire              | 1) Initial draft   | DW   | Oct mtg                                    |           |
| Grant Application                    | 1) Applied for initial grant of £2300  | MH   | 10/08                                      |           |
| Web Site                             | <ol style="list-style-type: none"> <li>1) 2 quotes received. £1200 &amp; £1000. Pursuing second quote.</li> <li>2) RG to take local photos for website usage.</li> </ol>   | MH<br>RG   | Next mtg                                   |           |
| Suggested Working Groups and Leaders | <ol style="list-style-type: none"> <li>3) Natural Environment - JK</li> <li>4) Built Environment Heritage – AB (TBC)</li> <li>5) Sustainable Development – MH/All</li> <li>6) Community Engagement /communications - ??</li> <li>7) Local businesses/tourism</li> <li>8) Primary School strategy</li> <li>9) Questionnaire</li> <li>10) Website</li> </ol> | JK<br>AB<br>MH<br>WH<br>AE<br>SH/AH<br>Group<br>MH | Updates next meeting.                      |           |
| Consultant engagement                | Not yet  |  |  |           |
| Community Engagement Event/Day       | <ol style="list-style-type: none"> <li>1) Old School hall booked</li> <li>2) Refreshments – NDP to pay</li> <li>3) Plan for Real format</li> </ol>   | WH<br>WH   | Updates next meeting                       |           |