**Neighbourhood Plan Working Group Meeting 16th October 2021**

**Present (on zoom):** Penny Greenland, Bill Hewlett, Nick Pavitt, Fran Flower, Ian Flower, Holly Harris, Jenny Morris.

1. **Launch date for Pre-Submission consultation**

We agreed a launch date of Monday 8th November

**2. Consultation methods**

The Neighbourhood Plan will be available on the website and also as a printed version.

**Fran** will look into getting an audio version made.

**a. Raising awareness**

Banners: **Nick** will get costings for 3/4 banners (non-plastic, possibly with a frame so it can be reused):

* outside the Community Hall
* outside the school?  **Nick** to ask the Headteacher
* outside the Church **Ian** will talk to Nigel Watts
* on Holbrook Road?

We need to agree final wording.

Newsletter

**Nick** will draft. **Penny** will do the layout. J**enny** will liaise with Suffolk Digital Printing.

**Jenny** will talk to Mark about the distribution list.

Posters

Wording to be discussed. **Nick** will laminate.

Drop-in at the Community Hall

**Jenny** will check availability of the Hall for a Saturday 2-4pm with mince pies and mulled wine. We will also have a gazebo set up outside.

Drop-in at the King’s Head (outside)

**Bill** will talk to the people who run the King’s Head. And also ask them about putting up posters and possibly a banner.

Hall bookings

We will put posters and copies of the Plan in the foyer for people who use the Hall.

Community Shop

We will put posters and copies of the Plan in the shop.

Knocking on doors

We agreed to try and do some of this and to use the flyer. **Holly** volunteered to do Lewis Lane.

Other opportunities

Stutton Grows is doing a a walk on 20th November finishing at the Hall with bacon butties.

We could possibly to a walk on the route of the Greenway?

Quiz Night at the Hall on November 12th.

**b. How do we gather people’s views?**

We agreed to have a short series of questions, both on the website (using Survey Monkey, google or wix) and in a printed flyer (the flyer should also have basic information about the Plan and the website address). A box can be put in the shop and also in the Hall foyer for people to return the flyer with their responses.

**Holly** will draft some questions and send them to Jenny.

**3. The role of the Parish Council**

We agreed to ask the Parish Council to formally adopt the Neighbourhood Plan Pre-Submission draft at their meeting on Monday 8th November.

**Nick** will ask Darren if he would like to do a foreword and also talk to him about putting the Plan on the agenda for 8th November.

We agreed to talk to the Parish Council about the Community Actions at one of their meetings after Christmas.

**4. Date of next meeting**

Saturday 23rd October 10.30, on zoom.