

Minutes of the Meeting held on 12th November 2018 at 69 Main Street Scopwick

Attendees

John Woodward(JW), John Money (JM), Peter Reeds(PR),
Charles Kerrigan (CK),

Apologies (none)

1) Minutes of previous meeting were approved

2) Feedback from Village consultations

- PR advised and updated the meeting with the feedback from Ian Goldsworthy (Nocton and Potterhanworth(N&P)). The N&P questionnaire was very similar to the draft S&KG document. There were more question tick boxes in the N&P questionnaire, and the meeting felt that the draft S&KG document should be reviewed prior to the next meeting with the aim to have a final draft ready for the open village meeting scheduled for 15th December.

- CK advised that he had attempted to contact the Dorrington lead person, but after a number of calls and messages there was no further communication.

- ACTION POINT – All attendees were to review the draft questionnaire and have suggested amendments for the final draft document prior to the next meeting.**

3) Publicity

- CK advised Janet Flett had agreed to place an article in an issue of the Village Newsletter. However, it had to be brief and informative. It was felt that the draft vision statement and publicity flyer suitably amended to just a few main points would suffice.

- The merits of a stand-alone website were discussed. CK had made enquiries to DBS website developer he is familiar with and was awaiting their costs. JM informed the meeting that Ian Carrington used the Conservative party template for websites which would not be suitable for the NP. But, Ian Carrington did provide JM details of a website building method that it claimed only takes an hour to set up and costs less than £9.00 a month.

- JM advised that he had spoken to Jason Hippersley NK comms' manager. Jason Hippersley was happy to assist with the NP. It was believed that the Little Green Book's last edition was about to be published. JM advised that he had yet to speak to the right person regarding the County News.

- It was agreed again that leaflets were to be made available and distributed at the Race Night in the Village Hall on 25th November. JW was to make a short speech prior to the race starting to highlight the leaflet and the NP.

- JW advised he had a response from Methodist Chapel and they were happy just to be kept in the loop rather than have ongoing NP presentations.

- PR advised he was working on a piece for the Church newsletter. The aim was to have the article in the December edition.

- The draft vision statement and NP flyer were discussed at some length, and the final wording was agreed. It was felt that the vision statement and flyer should be placed on the NP section of the PC website. JW agreed to summarize the final draft and CK would have the final draft placed on the Parish Council (PC) website.

- ACTION POINT- CK to have a suitable NP article inserted into the village news letter.

- ACTION POINT – CK was to obtain DBS costs to construct a NP web site.

- ACTION POINT - JM was to research the Ian Carrington website building method link to determine its suitability.

- ACTION POINT – JW was to have leaflets printed for use at the Horse Racing evening, general use and distribution.

- ACTION POINT – JW was to distribute the final draft version of the vision and NP flyer.

- ACTION POINT – CK was to have the vision statement and flyer contents placed on the PC website.

- ACTION POINT - PR was to have a NP article insertion into the December Church newsletter edition.

4) Review of Meeting with OpenPlan Consultancy

- The meeting updated PR on the meeting with the OpenPlan Consultancy team. Overall the consultants were very impressive, and they advised on the way forward with the NP, community engagement, and the need for creating project momentum.

- It was agreed that a further meeting with a possible alternative consultancy should be organized for comparison. PR and JW were to identify a suitable consultant and organize a date for a meeting.

- ACTION POINT - PR and JW were to contact a second consultant and organize a suitable date for a further meeting.

5) Vision Statement and Flyer

- Although the vision statement and flyer were discussed under item 3 there was a further discussion regarding should the committee contact details be part of the flyer. It was agreed that the flier would only have the committee names and their landline telephone numbers. Any NP referenced emails were to be routed via the Village Clerk. JW agreed to include the committee details on the flyer.

- ACTION POINT - JW was to include the committee contact details on the flyer.

6) Engagement Programme

- A discussion was had regarding the progression of the community engagement programme. It was felt that an open meeting/presentation should still be held in the Village Hall focusing on the draft NP questionnaire and to engage the community on the purpose of the questions. This meeting was still to be held on Saturday 15th December in the Village Hall. Prior to this open meeting upcoming events such as the Race Night, and the Christmas Fair were two opportunities to publicize the NP.

- ACTION POINT JW to book the Village Hall 10am to 1.00pm on Saturday 15th December.

7) Finances

There were no changes to NP financial report since the last meeting.

NEXT MEETING - 10am 3rd December 2018 at 69 Main Street Scopwick

The meeting closed at 9.15pm.