

# **Kingsland Neighbourhood Plan (KNP)**

## **Steering Group Meeting**

**29 April 2014 Corners Inn 7.30pm**

## **Organising the consultation event**

### **Agenda**

1. Apologies for absence
2. Agree previous Minutes and actions
3. Working group report on vision, objectives, criteria and options for community event
4. Progress organising the community consultations event and next steps

#### Agreed

- a. Agreed journey in hall around objectives, criteria and options with maps, no survey but dots to indicate preferences.
- b. Demographics list to capture data on entry arranged.
- c. Volunteer lists for stewards, door greeters/keepers and catering in hand with timings 10-1 and 1-4 each day. Jackie Markham to organise.

#### To be finalised

- a. Catering agreed as tea, coffee and biscuits, but needs leader
  - b. Maps defined as 4X A1, but may need adjusting
  - c. Information to go with each option still needs to be produced
  - d. Marketing to be organised
  - e. Hall use to be verified for the Friday before for set up
  - f. Hall set up with set up team to be organised
  - g. Timetable actions agreed above and allocate work to small groups
5. Wider participation of community in option choices including Key stakeholders to be organised as matter of some importance and urgency
  6. Any other business
  7. Date and venue of the next meeting