

Luston Group Neighbourhood Development Plan

Agenda for Meeting of steering group, 24 February 2016

1. Apologies for absence
2. Review draft Neighbourhood Development Plan and agree final amendments prior to Regulation 14 consultation:
 - Feedback from Herefordshire Council
 - Review development table and projections, including windfall development
 - Amendments received by email and suggestions from steering group members present
 - Review HRA and SEA and other possible supporting documents
3. Regulation 14 consultation – the event on 6 March 2016
 - Communications to date: insert in the Eye, inclusion in Council Matters article in the Eye
 - Communications to agree: poster for noticeboards and website, banner to place outside Cawley Hall
 - Logistics
 - Volunteers on the day; times, availability; setting up and taking down
 - Catering
 - Display boards
 - Availability of hard copy documents (summary, draft NDP, response forms): location, and numbers
 - Presentation of the plan
 - Content for display boards (eg policies, which ones, size and location of displays)
 - Electronic/ digital display options at Cawley Hall?
 - www.lustonparishes.gov.uk: dedicated NP page to include consultation section with summary, draft NDP, supporting documents and response form (digital and pdf)
 - Meet and greet (agree hand out, representation forms and explanation of process for people when they arrive)
4. Role of Good Neighbour scheme on 6 March 2016
5. The six week consultation to 18 April 2016
 - Location and numbers for access to hard copy documents (summary, draft NDP, response forms)
 - Reminder notice for the Eye and noticeboards x 1
 - Review and assess feedback provided in response forms (assessed via spreadsheet provided by Kirkwells)
6. Date of next meeting and close meeting