

Tiptree Village Neighbourhood Plan Working Party

Notes of meeting 23/30th Jan/ 6th Feb2019/Dress Rehearsal 13th Feb

23rd Jan

DW,JG,BW,DF,DC,HS,JB,JFB,AFB,KC,SR,SS

Confirm date of events Draft plan had been approved at Council meeting on 21st Jan 19 so dates for exhibitions would be 16th Feb (10-3pm) and 27th Feb (5pm – 7pm)

Leaflet production Awaiting finalisation

Adverts As many as we could

Banners Dennis Mannina

Posters DW,SS,KC,DF,FB X2 offered to help with delivery

Contacting database of interested people Not possible at the moment

Estate agent boards 25 people required

Printing of Plan and distribution Will be going to printers shortly

Consulting with statutory consultees List been obtained

Familiarisation of the Draft Plan – Copies would be printed and emailed for next week

Website Launch Lots of work to be done on website

Response form Various forms were being looked at

Who is available All attendees that night/for a couple of hours

Board and information content 24 A1 posters needed

Refreshments	TBA
Meet and Greet	Same system for reporting attendance as before Need to look at monitoring numbers for fire risk

Members confirmed that they had all received another copy of the terms of reference (not their actual signed ones) just the template for reference

30TH Jan 19 DW, JG, AFB, JFB, DF, DM, HS, JB, SM, SS

Resignation of Ronnie Hannan (to be noted on next agenda meeting)

Task list was run through and updated (see attached list)

Posters were not ready so AFB/JFB not able to assist with delivery/SM offered her assistance

Copies of Draft Plan had not been distributed by email as promised as Secretary had only just received the final edition on the day of the meeting. Paper copies were circulated and Secretary would email to those present for perusal and familiarisation – further discussion next week.

6th Feb 19

Meeting cancelled due to postponement of exhibition due to last few days of consultation leading into purdah.