

Neighbourhood Planning Group – Abbots Langley.

AGENDA

Thursday 28th July 2016

Apologies

Topics for Discussion

Phase 4 - The Initial Public Engagement and Consultation.

- a) **Comments and use of the Commonplace Web site – Anne-Marie**
- Anne –Marie continues to monitor... address any questions from users,
 - Facebook page and links with other local web sites including Parish, Abbots matters, etc.

- b) **Programme to distribute the Leaflets to Businesses, Households and Local Organisations.**

i) Local Businesses

- List of businesses by type and size from **Anne-Marie** spreadsheets
- Prepare letter to send to businesses with leaflets.
- Create delivery round (Or use commercial business for distribution) and then deliver by hand to Business Reception points
- Create full record of deliveries, any immediate responses, etc. for proof of consultation.
- With shops – provide display holders for our leaflets.
- Enlist into local NP community groups where interested.
- Obtain Local Farmers Contact details (from Jane Conder) for **Jon**.
- Obtain other major landowners list from Land Registry, (Bruce’s meeting with Janet (at Parish Office) in early July on this point)
- Plot information on land ownership and major businesses on an aerial photo of Parish.

ii) Local Organisations

- From **Liz’s list** compile list of organisations by location, type and size
- Decide when best to contact them...by going to their events or talking with secretary, etc.
- Distribute leaflets with option to have on displays at their events
- Create full record of deliveries, any immediate responses, etc. for proof of consultation.
- Enlist into local NP community groups where interested. Facebook link?

iii) Households

- Talk to Councillors about their ‘delivery rounds’ to distribute leaflets to every household
- Cost of asking agency to assist delivery (if reliable) or volunteers from Community Groups?
- Estimated number of households : 8,500.
- Say: 80 households per hour. This is 120 hours work or 60 sessions @ 2hr each. To be done over a two month period?? By end of October?

c) On-going Planned Public Events

Feedback from events attended to date.

1. **Abbots Langley Carnival**
2. **Abbots Langley Forum – Tuesday 5th July at 07:30hrs – Bedmond Village Hall.**
3. **Bedmond Village Fete – Saturday 16th July. (2pm to 4:30pm)**

d) Preparing our database of contacts with Businesses and Local Organisations.

Document this as a spreadsheet and log our engagement with each organization and business.

e) Further meetings with the public for the Neighbourhood Plan - August to November.

Programme of Public Events

- What public events should we participate in. When and where. Bruce preparing some options on where and when to meet.
- Do we set up regular consultation sessions at the Henderson Hub and invite the public to see us at various times/dates?
- Events required at various stages to:
 - Identify the issues
 - Share the issue summary – from Evidence base and public consultation
 - Initial plan derived from the issues
 - Revised Plan
 - Proposed Plan

f) How do we set up the 15 Neighbourhood Community Groups to assist in identifying local issues and then developing proposals for their local area?

Phase 5 – Building the Evidence Base

- a) Following the guidelines set out in ‘Worksheet 5.’
- b) Need to allocate responsibilities for this part of the work programme for completion by November 2016.
- c) Next Steps on the Four Selected Topics – led by Jon, Anne-Marie and Liz.

Any other business.

Dates for the next meetings

Every fourth Thursday in the month at 7pm.

25th August, 22nd September, 27th October, 24th November, 22nd December.

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