

Neighbourhood Development Plan meeting 18 April 2016.

Present – Gary Collier, Gail Thompson, Ann Thomas, Verlie Eagles, Alec Davies, Kate Baugh, John Wood and Dan Price.

1. Maps – Gary will call into Staples to investigate the costs of laminating village maps. **Action**
2. How do we cover expenditure for NDP – Grant is for £9000 paid to the Parish Council. Available in 6 month slots. Aim to apply for the amount of grant that you will need in the next six months. If the amount you have requested is not spent within the six month time frame it will need to be given back, it will go back to the “Alvington Pot” and we can re-apply for it in the next six month tranche. The council does not like to see us giving lots of money back at the end of a six month period as it looks as if the project is going slowly and our planning capabilities may be questioned.

3. Initial Strategy

First six month period May to October 2016

- First consultation event
- Analysis of first consultation event
- Publicity in the lead up to the consultation event
- Apply for grant

Things to consider

- Cost of event (see spreadsheet attached for costings discussed at meeting – this is a living document for us to amend as needed)
- How many events are we going to hold
- Arranging hire of hall for event
- Refreshments
- Display boards/hire cost – **Action** Gail Thompson to speak to friend who we borrowed them off last time/ will Lydney town hall have any we could borrow – contact Alison at Lydney town hall.
- Permanent display board in the village hall.

4. Communication strategy

Please see document attached from Kate Baugh.

Event – Alvington – Past, Present and Future.

Gail has spoken to Sarah Philips who has some material left from the history event we arranged for the neighbourhood plan.

- How did the village evolve

- Go back as far as we can
- Line chart with significant points in the village history
- Contact Brian Clutterbuck for cost of copies of postcards

5. Design fliers, posters and project log – possibly 300 fliers A5 design. Need a brand and strap line.

CAN WE ORGANISE A COMPETITION TO DESIGN LOGO?

Action – Alec to contact friend who has a daughter who does graphic design.

Action – Dan to contact friend to obtain quote/arrange meeting to discuss graphic design.

Action – Anyone – obtain quotes for printing, A3 and A1 per sheet – Colour and Black and White and photographic paper.

Evidence of scientific interest ,habitats and wildlife to support plan.

Pictures needed, everyone look out for anything that will support plan.

6. Next meeting – 23 May 2016

- Event planning
- Discuss photocopying quotes
- Get budget sorted
- Discuss logo and printing fliers