

# **Community Engagement Working Party**

## **Meeting, Brunel Room**

**Feb 2nd 2015**

### **Minutes**

**Those in attendance: M. Inskip, R. Seymour, S. Smith, R. Wisdom**

**Apologies received: I. Dewar**

#### **1. Open Forum – February 2015**

**Promotion** – With the Open Forum being promoted in the recently distributed questionnaire R. Seymour confirmed that posters promoting the event are now also up in all our venues plus One Stop. W. Hague confirmed that the event will also be promoted in a forthcoming District Council publication. A draft letter to the stakeholders was circulated for discussion. It was agreed that by the end of the meeting this could be finalised.

**Set-Up** – R. Seymour confirmed that this will be done by the Caretaker

**Refreshments** – After some discussion it was agreed that these would be made available from 7.00pm.

**Action: R. Seymour**

#### **Presentations**

It was agreed that to ensure a smooth flow of presentations on the evening all presentations should be sent to R. Seymour prior to the evening so that they can be loaded up on to the one laptop for the evening.

#### **The Programme – 7.00pm Start**

##### **Title of presentations to be confirmed**

- **Introduction** - Mark Inskip
- **The Neighbourhood Plan** - a good opportunity for Sutton: Ian Dewar, CAPALC

The purpose of this presentation will be to introduce the Neighbourhood Plan, what it is, how it differs from previous plans and how it provides us with an good opportunity

- **The Sutton Neighbourhood Plan** – Richard Wisdom

This presentation will discuss the programme, what we have done to date (including hearing a presentation from Peakirk PC) and briefly discuss the way forward including how long the programme will take to completion.

**How well do you know your village?** – Stuart Morris, Cambridgeshire County Council

This presentation will present information about the village – statistics, demographics that will hopefully fuel suggestions and a debate on the evening.

- **Question and Answer session**
- **9.00pm. Close**

### **1. The Questionnaire**

R. Wisdom stated that following the closing date for the Questionnaire, February 7<sup>th</sup>, he will examine the results and then prior to February 19<sup>th</sup> will put them into a presentable format and distribute them together with a draft presentation for the evening.

### **3. Planning Sheets - Next Steps**

It was agreed that these should be updated at the next meeting. This topic therefore will be an agenda item for that meeting.

**Next Meeting: TBD**