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| Date | 22 nd October 2019 |
| Time | 7.30pm to 9.00pm |
| Venue | The Church Institute, Church Road, Old Newton |
| Attendees | Cherry Sandford (CS) Janet Pearson (JP) Libby Brooks (LB) Philip Groom (PG) Sekhar Pillai (SP) Tony Arnold (TA) |
| Apologies for absence | Karen Hall Price (Parish Clerk), Heather Thomas, Mike Helliwell (Parish Councillor) Jon Miller (who has expressed a wish to attend meetings whenever possible) (Parish Council Chair) |

1. Neighbourhood Plan area (“NPA”)

Paul Bryant had provided a map showing Old Newton with Dagworth and Gipping (which had been previously circulated) and had pointed out that there are two parishes, Old Newton with Dagworth as one and Gipping as the second. Paul has said that if the NPA covers both parishes then the application to designate it will be a multi parish-application. He has said this can be discussed once the application is nearer to completion.

The history of the two parishes and the fact that there is only one Parish Council was discussed and it was agreed that:-

- a) The working group recommends that both Parishes be included in the NPA but clearly the decision rests with the Parish Council, where both Old Newton and Gipping are represented.
- b) JP to write to the Parish Council setting this out
- c) JP to contact Paul Bryant to seek further information as to what the multi-parish application involves.

2. Community consultation

It was agreed that:-

- a) the initial stage of community consultation is to raise awareness of the Neighbourhood Plan process, what it involves and the advantages arising from having an adopted plan.
- b) Initial information to be disseminated by a variety of means to generate interest in attending a public meeting, aiming for a meeting in January. The proposed means are:-
 - Leaflet in the Crier
 - Posters (e.g. Sports and Social Club, Village Hall, Notice boards, School)
 - Members of the working group talking within the community about the project.
- c) Draft bullet points of the advantages of having an adopted plan to be drawn up by TA and JP, using the minutes of the first meeting of the working group, where our individual reasons for undertaking this project were discussed. The draft to then be circulated to the member of the working group for review and finalisation. Once finalised, the points will form the basis of the leaflets and posters, which CS has kindly agreed to design.