**Market Drayton Neighbourhood Plan Steering Group Meeting**

**Date of Meeting:Wednesday 10th May 2016**

**Venue:MD Town Council Offices**

**Attendees:** Richard Priestley (Chair), Peter Wilson, Nicola Fisher, Julie Jones (Town Clerk), Chris Gooding (Data Orchard), John Knight (Loggerheads PC)

**Apologies**: Peter Eardley, Hamish Armytage, Cllr Roger Hughes

The Chairman opened the meeting by expressing his concerns that the attendance at these meetings appeared to be diminishing and that action was needed to avoid a loss of credibility within the process.

A potential reason could be the timing of the meetings and it was suggested that an early evening start could be a better alternative, particularly for Town & Parish representatives who are members of the Group -**JJ** to follow up

It was also proposed to offer power point presentations to the 3 Parishes. - **CG**

1. **The notes of the last meeting**

The notes of the last meetingheld on 6th April 2016 were **approved** as a correct record

1. **Matters arising**

**JJ** confirmed that the Survey Returns Prize Draw winners have been presented with their prizes.

1. **Public Consultation Events 5th& 7th May Feedback**

Attendance levels were extremely low for both venues (20 attendees in total ) hence it was felt that it was evident that we are having difficulty encouraging people to attend. Promotion and timings need to be reviewed for future Events. However it was noted that staff at both venues provided excellent support on the day.

Feedback from those who did attend was very positive with no negative comments in relation to the Themes displayed. A selection of comments and feedback received are attached.

It was proposed that the next Public Consultation Event scheduled for late June be increased to 2 days (Wednesday 22nd  at Festival Drayton Centre & Thursday 23rd  as presently arranged )

The Chairman advised that he had presented a Neighbourhood Plan update to an audience of 35 at the MD Annual Town meeting held on 20th April 2016

**CG** presented a document on Consultation & Engagement Techniques and in particular, the options of**Pull/Push** consultation for engaging with local organisations.**Pull** consultations are where the organisation pulls the audience into a meeting or exhibition, which can be easier to organise and can be more ambitious in terms of displays and duration but can be poorly attended. **Push** involves the organisation going out to the audience and can be more effective in terms of attendance , but may be more labour intensive and often need to be on a smaller scale. In view of poor recent attendances at Events, It was agreed to explore the Push option and the following organisations were put forward by the Chairman as a means to try this approach in the short term.

* + Market Drayton Senior Enterprise – Eric Davies **JJ** to contact
	+ Churches Together
	+ Sports Associations
	+ Market Drayton Learning Partnership – John Hargreaves (01630 654346)
	+ Morrisons Supermarket Entrance
	+ Market Drayton Community Partnership– AGM meeting 27th June 2016
	+ Norton-in-Hales & Adderley Parish Councils
* **PW / JJ** to coordinate the above following conclusion of the consultation process

**NF** proposed sending out display material on social media. **CG** to adapt power point to suit

An organisations list has been downloaded from Shropshire Council website and it was agreed that **PW/NF** would populate with contact details etc..

1. **Next Steps (Project Activities)**

**Project Activities 18-22**were discussed and agreed.

Key meeting relative to the above with Andy Mortimer from Shropshire Council scheduled for Friday May 27th

The next Steering Group meeting to be held in early July to review the following:

1) Results of the latest public consultation

2) Shape of the first draft of the Neighbourhood Plan – to be populated with headings and a draft format based on Data Orchard experience elsewhere and current knowledge of Market Drayton **CG**

The Group was advised for interest that the Audlem Neighbourhood Plan was at Inspection stage

1. **Facebook Page update**

Town Council facebook page is now live: http://facebook.com.marketdrayton

 Website latest NPnews: http://marketdrayton.gov.uk/welcome/latest-news/

1. **Any Other Business**

**JK** requested recommendations for printing documents of **Loggerheads** Neighbourhood Plan targeting mid 2017 completion – Hamish Armytage suggested

1. **Date and time of next meeting**

**It was agreed that that the next Steering Group meeting would be held on Tuesday 5th July 2016 @ 5.00pm in the Town Council Chamber**