

BLEWBURY NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

**Notes of a meeting of held on Thursday 6 February 2014, to discuss the format
of the proposed NDP Launch on Saturday 8 March**

Present: Nick Chancellor, Vanessa Fox, Joe Goyder, Angela Hoy, Alex Musson, Gwyn Rees, Kally Peigne

1.	<p>Running Order NC's proposed running order was discussed, and largely approved. NC will prepare a new draft for Monday's meeting (10 February).</p>	
2.	<p>Other discussion: Sound system needed. Set up tables between events, at 4.30. 3 people to serve food, 2 on the bar, 2 in entrance (to make sure we don't exceed numbers), 1 usher. Liz Sweet and Angela Rees have offered. Up to 20 facilitators. (NB Peter Saunders and the Ducketts are on the list of those who have said they will come to the event.) Briefing at 6.30. Not an evening for confrontation – but to hear views. Committee to email all their Blewbury contacts. KP suggested devising a 'Leadership – Catering – Facilitating' spreadsheet to keep tabs on who does what, where. Joe to make posters for display in the VH – What is this? Why is it useful? What do we want from you? Five senses of Blewbury. Use Sustainable Blewbury display boards. Boards for sticky notes. Tickets at door, to control numbers. AH to apply for licence. GR to talk to BVS about procedures for risk assessment, and also about quantities of drink to be bought.</p>	<p>KP JG AH, GR</p>
3.	<p>Communications: Bulletin Website, email address Facebook etc – KP to look into this. Target big groups – WI, BVS etc. We have a list. Interactive blog/forum on Facebook and website?</p>	
5.	<p>The date of the next meeting is on Thursday 27 February, at 8.00 at the Red Lion.</p>	