

## Minutes of Steering Group Meeting 25<sup>th</sup> October 2017

<b>Present:</b> Nicholas, Jane, Peter, Sue, Julia, Hellen, Sarah, Karen, Norman, Diane	ACTION
<b>Apologies:</b> Richard, Rebecca, Kirsty, Daniel	
<b>Minutes and Matters Arising:</b> The minutes were approved. Members were asked to report back when the leaflet/invitation had been delivered, particularly in St Hubert's Lane and Hedgerley Lane. Jane to take 75 to deliver to her flats from 1 <sup>st</sup> November. Sarah will take some leaflets on Saturday for the local churches.	All, Jane  Sarah
<b>Report on Tesco/Waitrose Events:</b> This had been successful but it was found that many people shopping there did not live in GX. Waitrose was approached and agreed to the display being in the store 21 <sup>st</sup> to 28 <sup>th</sup> October with volunteers handing out leaflets on the two Saturdays. The first Saturday had gone well with people interested in the NP. Volunteers for 28 <sup>th</sup> were Cll Peter Roberts, Brian and Jane 9-11am, Sarah 11-1pm, Sue 2-4pm with Diane to fill gaps.	Brian, Jane, Sarah, Sue, Diane
<b>Event Sub-Group:</b> Another meeting would be needed to finalise details for the event. Diane to arrange. Help would be needed to collate the data afterwards. Hellen, Julia, Norman and Diane offered to do this. Data should then be sent to Diane for circulation before the next meeting. A full script would be needed to explain process so residents understood the time scale and that the process would be re-iterative and we would be asking them to engage again in future. Diane, Hellen and Karen agreed to meet on Tues 31 <sup>st</sup> Oct at 10am in the Memorial Centre bar to work on the script. A recurring comment has been that an NP didn't help Chalfont St Peter with development of Holy Cross Site, so we need to find the reason for that. Norman to ask Sue Moffat for contacts on CSPNP group. Diane to ask Plan-et for examples where NPs have been used successfully. Sue will write a press release for approval.	Hellen, Julia, Norman, Diane  Diane Hellen, Karen  Norman Diane  Sue
<b>Vision &amp; Objectives:</b> For the Nov 11 <sup>th</sup> event we would use the word cloud vision and the objectives under the 6 headings. This means there will not be too much to read.	
<b>Website:</b> Hellen reported there was a temporary home page up and she was meeting with WEBFX on Monday to finalise 3 or 4 pages to go live. It was agreed to change the build page to show the event on Nov 11 <sup>th</sup> .	Hellen
<b>AOB:</b> Norman asked for views on how the group was working. It was suggested we should get to know one another better and so after the next meeting on 22 <sup>nd</sup> Nov, we will adjourn to the bar to socialise and celebrate what we have done.  Peter provided contact email for local paper <a href="mailto:bucksnews@trinitysouth.co.uk">bucksnews@trinitysouth.co.uk</a>	
Meeting ended 8.15pm Next meeting: 7pm Wed 22 <sup>nd</sup> November	

