

Fourth Letter to Working Groups

Dear Neighbourhood Plan colleague,

Drop-in Consultation Event on 25 May

The Steering Group met again on 4 May to review the arrangements for the drop-in consultation event to be held at the Methodist Church Hall in central Dore on Wednesday 25 May. I wrote to you about this on 15 April and since then some Working Groups will have already discussed their contribution to the event. However, now is a good time to harden up those arrangements.

Publicity

Andy Pack has organised the design and printing of an eye-catching leaflet to be delivered over the coming days to every household in Dore (and to the main central businesses). Many of you have volunteered to deliver these leaflets to ensure that we get a good public turnout on the 25th. Pat Ryan will be contacting you very shortly to ensure that you get your share of the leaflets and clear guidance on the streets you are expected to cover. Many thanks for your assistance in this important task which is timed to give the public a short respite from the political election literature which has been dropping through their letter-boxes. Just before the event on the 25th the next edition of Dore to Door will start being delivered and it will include my supporting article about the drop-in event. Keith Shaw has been working valiantly to update the information on the Dore Village website on neighbourhood planning under the 'Dore Neighbourhood Forum' heading; it should be bang up to date by the time the leaflets are ready to go out.

The Purpose of the Event

This event is designed to give Dore residents an opportunity to learn about the work you have been engaged on, where you have got to so far, and who you are consulting; and an opportunity to influence your work before it is completed. We must be open to all comments and suggestions, whether supportive or critical, and then assemble the feedback to see what implications it might have for our work while it is still in a formative stage. We also hope that the level of interest we can stimulate might not only provide some really useful feedback, but also energise Dore residents behind the final output of all our work. This is a drop-in event and there will be no speeches or general presentations.

The Hall and the Stalls

The intention is to have 8 'stalls' in the hall, 7 of them each manned by a different Working Group and an 8th stall manned by David Crosby and a Steering Group member or two to receive and count visitors, guide them to the stalls they are interested in and answer general questions about the whole neighbourhood planning process. Thelma Harvey is building up an inventory of general materials you will need for your stalls from pens to flipchart paper to post-it notes and these will be supplied to you on the day. The 'stalls' will be tables at the hall (with surrounding chairs) and stand-up presentation boards on the tables to set out your 'wares'. It will be a little makeshift, but after all this is a community voluntary project. We hope to have some limited refreshments available.

The Presentation Material

Each 'stall' needs to be identified by a topic label produced in a common style. Jen Donnelly will produce one of these for each Working Group stall clearly identifying the topic, such as Green Belt or Open Spaces, and one more for the 8th stall identified as Reception. Then David Crosby will

ensure that each Working group stall has on the day at least the following to display on their boards and tables:

- * A map, where it is appropriate to the topic concerned, eg. of the open spaces in Dore; of the different housing areas; of the National Park boundaries; of the village centre; of the extent of the Green Belt.
- * The single line vision and single line objective proposed for the topic
- * A list of the members of the Working Group
- * A copy of the Working Group's latest draft text, highlighting any Planning Policies being proposed and any Actions being recommended
- * Details of any specific consultations which the Working Group is undertaking
- * Examples of the kind of questions that the Working Group has had to ask itself, and in this connection I attach a copy of my Dore to Door article with examples of such questions, but you can add more

What are you expected to do at your stall?

- * Welcome visiting Dore residents
- * Re-emphasise that at this formative stage in your work you are interested in their views and specific suggestions, whether they are supportive or critical
- * While we want to hear all views (and some may seem somewhat off the wall, but nonetheless giving pause for thought), visitors need to understand that this is an exercise in Development Planning rather than a nice-to-have listing of all that we would like to happen
- * Be prepared to explain how you set about your task, who you propose to specifically consult, and why you are currently coming to the preliminary conclusions which you have displayed on your stalls
- * Refer difficult or cross-cutting questions to the 8th (Reception) stall
- * Of paramount importance, please record points made by the public – plus encourage them if appropriate to write their own comments on post-it slips which can be attached to the flip-chart sheets (or even the wall).
- * If anyone wants to join your Working group, they can do so if they are a Dore Village Society member. We welcome wider involvement.

Attendance on the Day

At the very least each stall should be manned by 2 Working Group members – preferably more. David Crosby will have been seeking volunteers at recent WG meetings and will do so at those taking place in the near future. However, to formalise this and to ensure that all stalls will be adequately manned, could those of you willing to volunteer for your stall tell the following two Steering Group members by email as soon as possible, our Planning expert davidcrosby85@yahoo.co.uk and our Group secretary davidbearpark@hotmail.com . Volunteers

should arrive at the Methodist Church Hall at 5pm on Wednesday 25 May to help setting up each stall in the hour before the public start to arrive at 6pm. The public will circulate round the stalls by their choice, but the event then closes at 8.30pm. We have the hall for a further 30 minutes, during which the furniture will be returned to place and our materials cleared up. We hope you can help with this. Some items will need to be transported to and from the Dore Village Society office just across the road from the hall.

Those who are volunteering on each stall (including the Reception stall) will need to elect one of their number for the vital task of taking responsibility on behalf of the group for ensuring that every scrap of feedback is recorded and eventually collated for transmission to the rest of the Working Group (for future discussions) and for transmission to all Steering Group members for their reflection. This collated feedback needs to reach WG and SG members by 1 June, bearing in mind the brisk timetable for knocking a draft realistic Plan into shape.

Conclusion

In addition to the publicity which your work has already had, I hope this event will do much to stimulate more interest in our neighbourhood planning endeavours and provide both you and the Steering Group with some new ideas, some supportive endorsements and some critical comments which might convince us of the case for alternative approaches to particular topics. This is our first general opportunity to gauge the public's reaction to our work, but in the final analysis it is the residents' referendum which will in due course determine whether we have done our jobs satisfactorily.

Thank you and good luck on the 25th,

Christopher Pennell

Chair of the Steering Group