



Notes of NP3 Communications Group Meeting

Monday 20 October 2015 at Westbury-on-Trym Library

Present:

Alan Aburrow (AA)
David Mayer (DM)
Peter Weeks (PW)

Valerie Bishop (VB)
Andrew McGrath (AM)

Helen Furber (HF)
Alan Preece (AP)

Apologies:

Sheila Preece

1	Notes of last meeting	Approved.
2	Annual elections	Following a discussion at the last NP3 pre meeting, <u>we will need to reconsider when we include an election notice in the BS9 magazine</u> regarding the May 2016 elections for ward representatives.
3	Website	<p>AM advised that he had been in correspondence with Knowle West Media Centre (contact is Penny Evans, Assistant Director) regarding hosting servers and providing training and guidance about NPs' websites across the city. The contact is on the premise that NPs will 'club together' to pay for the service. <u>(AM subsequently received an email from Penny Evans advising that Russell Knights, web projects manager, is available to speak with him)</u>.</p> <p>In order to have funds available to finance any agreed support from Knowle West Media Centre (or elsewhere), it was suggested that the NP Committee is, at the December 2015 meeting, asked to approve a small level of funds (quantum not agreed) being made available. <u>AM will include a funding request in his Neighbourhood Co-Ordinator's Report.</u></p>
4	Marketing Plan	At the last meeting, AM advised that Gemma Dando had referred to a marketing plan for NPs that had been prepared. AM had no further news but hoped that it might be covered in the citywide event presentations on 24 October. (HF has subsequently spoken with Penny Germon who has shared a working draft of the plan with her).
5	Publicity for NP meetings (including Forums/ Groups)	<p>It was agreed that we need to do more to publicise NP meetings.</p> <p>DM shared a poster with the group. Some changes were suggested. DM subsequently shared the poster electronically; HF also shared a poster used in Henleaze.</p>

		<p>In order to help publicise meetings, all agreed that we need to have more advance notice of meeting dates, times and venues. AM advised that the admin team were working on bookings until 2017 and he hoped the confirmed information would be available in a week or so.</p> <p>AM confirmed that there are between 600 and 700 NP3 contacts on the BCC list held by him/Gary Brentnall.</p> <p><u>AM asked that details of upcoming meetings (especially Forums) should be sent to Gary cc him.</u></p>
6	NP event on 24 October	HF provided an update on the arrangements. (Hayley Ash confirmed after the event that she will be arranging a debrief meeting).
7	NP Plan leaflet	<p>AM confirmed that the final version of the leaflet would be available by 22 October.</p> <p><u>HF agreed to (1) share the leaflet electronically with NP3 reps and councillors, (2) contact Andy Frazer about including the leaflet as the four centre pages in the January 2016 BS9 magazine and (3) establish which streets within the revised NP3 area the magazine is not delivered to.</u></p>
8	Mayor's visit	<p>George Ferguson (GF) is due to visit NP3 on 21 January between 9.30am and 2.30pm. It was agreed that we need to have a separate meeting to discuss the visit. <u>Meeting agreed for 2pm on Friday 6 November at Venue 35 (AM to book/confirm).</u></p> <p>Points discussed on 20 October were:</p> <ul style="list-style-type: none"> • Hearsay is that the Mayor has cut short visits to other NPs. • <u>AM agreed to reconfirm the GF's availability with his office.</u> • GF will probably be accompanied by an assistant who will make a note of any promises made. • GF wants to meet as many people as possible. • 'We' need to make GF aware of successes and problems and emphasis the value of NPs. • We need to keep GF moving and maintain his interest. It is proposed that he starts in Stoke Bishop (transport and parking near Sea Mills station). • Hold a public forum at noon (for 45 minutes) in Westbury-on-Trym library. • Towards the end, have a buffet lunch with reps/councillors at The Eastfield? • <u>HF will contact Geoff Gollop as he has offered to help plan the visit.</u> • Publicise the visit.
9	Next quarterly meeting	5pm on Tuesday 12 January 2016 at Westbury-on-Trym Library. (venue is subject to confirmation)