



Notes of NP3 Communications Group Meeting

Tuesday 12 April 2016 at Westbury-on-Trym Library

Present:

Alan Aburrow (AA)
David Mayer (DM)
Sheila Preece (SP)

Valerie Bishop (VB)
Andrew McGrath (AM)
Peter Weeks (PW)

Helen Furber (HF) (Chair)
Alan Preece (AP)

Absent:

Peter Weeks (PW)

- 1 Notes of last meeting** Approved.

- 2 Mayor's visit** It was agreed that the Mayor's visit in January went well and that the efforts made by the group in holding planning meetings were worthwhile.

HF commented that it was disappointing that so few people wanted to engage with the Mayor whilst he walked through Henleaze.

- 3 Finance** The request for £2,000 to be allocated to a fund managed by the Neighbourhood Co-ordinator on behalf of the NP was agreed by the Neighbourhood Committee at the last NP3 meeting. The money allocated could (subject to agreement) be used to fund, for example, ongoing website and advertising costs. The Chair of the NP and the Chair of the Communication Working Group are to be consulted prior to any expenditure being incurred.

- 4 Traffic choices** AA advised that he would be meeting with AM to discuss a process for using Traffic Choices within NP3.

Going forwards, it will be necessary to 'market' the availability of traffic choices and how any data logged will be used at Forum/ Transport Group meetings.

- 5 Website** The long awaited meeting with staff at the Knowle West Media Centre (KWMC) regarding hosting servers and providing training and guidance about NPs' websites across the city has been arranged for 29 April.

AM is co-ordinating attendance at the meeting; it is anticipated that representatives of four or five NPs will attend. HF, AA and AP will represent NP3.

DM stressed – and those present agreed - on the importance of discussing strategic issues before going into detail at the meeting. Any issues for the agenda should be forwarded to AM.

AM confirmed that Bristol City Council Officers had been unable to find a copy of the contract (now expired) with KWMC.

- 6 May elections** HF confirmed that the notice of election notice for ward representatives (see appendix) is included in page 51 of the April edition of the BS9 Magazine. Details are also included in the April edition of Henleaze & Westbury Voice and in the Henleaze Society's Spring Newsletter.

Reference was made to the elections at the February Forum meetings.

AM confirmed he had issued an email to the 600/ 700 individuals on the NP3 database and he would also be issuing a 'reminder' email a week or so before the application deadline.

It was agreed to maximise the use of local notice boards to publicise the elections – including sending the election poster to the Westbury Park Community Association for display on their notice boards.

- 7 BS9 magazine** HF advised that she had contacted the editor of the BS9 magazine to ask for a copy of his distribution map but that she was still waiting for it.

- 8 Citywide events** At the last meeting, the general consensus was there is no need to have an annual NP conference but shorter meetings on appropriate topics could be held on a case by case basis throughout the year. This view was also voiced by representatives from other NPs at a review meeting chaired by Hayley Ash (Area Neighbourhood Manager) on 13 January. At that meeting it was also agreed to hold a half day meeting on Parks.

The Parks meeting took place on 27 February. No further meetings have been planned.

Hayley Ash drafted a review paper about citywide events which was included in the documents circulated for NP3's quarterly meeting on 7 March. In the paper, Hayley requested NP members to provide responses to various questions in order to help plan future events. It was agreed that HF would draft a response on behalf of NP3.

- 9 BCC Marketing Plan** The document "*Communications - BCC and NPs: Overview 2015*" was circulated by AM to members of the Communications Group on 13 January

In the document reference was made to Facebook and Twitter accounts being set up for each NP. AM advised that he had attended a meeting and was due to have social media training to set up accounts for use by the NP.

- 10 NP Plan** At the March NP meeting it was agreed that

- The information included in the Neighbourhood Co-Ordinator's Report regarding the NP Plan be noted.
- The working groups should review and update their parts of the plan and provide specific details rather than just refresh it.

DM advised that he was going to suggest to each working group that they have approximately five priorities for the coming year. This led to the group discussing what the communications priorities should be. The core priority is to increase community awareness of the NP and its activities.

It was agreed that HF would circulate a document for agreement by the group by mid-May so that it can be included in the papers for the June NP meeting.

11 Next quarterly meeting

5pm on Tuesday 12 July 2016 at Westbury-on-Trym Library. (venue is subject to confirmation)



Notice of elections for Ward Reps **Stoke Bishop, Westbury-on-Trym & Henleaze** **Neighbourhood Partnership**

NPs are increasingly influential as a focus for community needs and aspirations. Your NP has spent over **£1m** in the last 5 years on a huge range of activities including new playgrounds, traffic schemes, help for younger and older residents, and many other community projects.

Are you active within your community? Would you like to represent your ward? We are holding elections to decide the representatives for each ward of the Neighbourhood Partnership. The closing date for nominations is 5pm on Friday 29 April 2016.

The elections will be held as part of the next round of Neighbourhood Forums (voting starts at 6.30pm; meetings start at 7pm, voting closes at 8pm).

Stoke Bishop – Tuesday 10 May,
Stoke Bishop Primary School, Cedar Park, Bristol BS9 1BW.

Westbury-on-Trym & Henleaze – Wednesday 11 May,
Red Maids' School, Westbury Road, Bristol, BS9 3AW.

For more information, contact Andrew McGrath.
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or visit the NP website.
<http://www.activenp.co.uk>