

Yateley, Darby Green and Frogmore Neighbourhood Plan

Item 5 - Note on consultation for the Volunteer Meeting 29 September 2020

Consultation – capturing work so far

Background

There is statutory requirement to include a Consultation Statement when the Neighbourhood Plan is submitted to HDC for Examination.

This must detail how and when the community and stakeholders were involved and how that influenced evolution of the Plan.

At Examination the Examiner will check that the Regulations requiring the plan to be supported and underpinned by public consultation have been met.

Clearly there has been much on-going engagement but we need to detail when and how that took place. I understand that a number of the volunteer groups/leaders may have had discussions or engagement with other stakeholders, whether face to face, virtually or by email and we need to capture that. So that might include a presentation/discussion/email with the Yateley Society, or with a School or Sports Club or wildlife group.

Information needed

If that is the case then it would be really helpful to have the following information (template attached):

1. Name/role of person at the meeting – eg. Name/Volunteer Group lead on Biodiversity
2. The organisation that was met
3. When the meeting took place
4. Type of meeting e.g. presentation and discussion/informal discussion/email correspondence
5. A very **brief** summary of the outcome e.g. this might be just to raise awareness of the neighbourhood plan process or it might be to seek views on a particular policy approach.
6. Any other information that you think it would be useful to include.

This information will feed into the Consultation Statement to support the Plan at Examination. It will also help to identify whether there might be any gaps in the organisations/stakeholders that have been involved to date.

It would be helpful to have this information by **23rd October to office@yateley-tc.gov.uk**

Many thanks
Katie Bailey

Consultation Record Template

To be returned by 23 October 2020

Information sought	Details
Name/role of person at the meeting	<i>e.g. Name/Volunteer Group lead on Biodiversity</i>
Organisation that was met/contacted	
Date of meeting/engagement	
Type of meeting	<i>e.g. presentation and discussion/informal discussion/email correspondence</i>
Summary of the outcome	<i>e.g. this might be just to raise awareness of the neighbourhood plan process or it might be to seek views on a particular policy approach.</i>
Any other information	

Please return forms to: office@yateley-tc.gov.uk