

Great Barton Neighbourhood Plan - Communication and Engagement

Objective

- To encourage residents, businesses and others with an interest to participate at all stages
- To allow people who live and work in the Parish of Great Barton to engage with the Neighbourhood Planning process using a variety of communication channels

Target Audience

- Residents in Great Barton
- Businesses in Great Barton
- Community Groups based Great Barton
- St Edmundsbury Council
- Suffolk County Council
- Statutory Consultees
- Landowners
- Developers
- Neighbouring Parishes

Methods of communication

- Section of Parish Council Website
- Parish Quarterly Newsletter
- Parish Council Meetings
- Consultation events
- Leaflets and/or postcards
- Notice boards and posters
- Drop-in Sessions
- Social Media - Facebook
- Emails

Contact List

The Neighbourhood Planning Clerk (Sheila Deare) will maintain a list of all persons and organisations contacted with respect to the Neighbourhood Plan.

Responsibilities and frequency

Key Audience	Method	Frequency	Responsibility
Residents	Parish Website	Update as necessary	Linda Harley
	Parish Newsletter	Quarterly	Ed Gibson
	Parish Council Meetings	Monthly	Linda Harley
	NP Exec. Committee Meetings	Approx. monthly	Sheila Deare
	NP Working Group Meetings	Approx. monthly	Sheila Deare
	Drop-in Sessions	As necessary	Team Leaders
	Consultation Events	As necessary	Team Leaders
	Presentations	As necessary	Team Leaders
Local Businesses	Face to face discussions	As necessary	Ed Gibson
	Surveys	As necessary	Ed Gibson
Developers	Emails	As necessary	Nicky Crouch
	Face to face discussions	As necessary	Nicky Crouch
Landowners	Emails	As necessary	Nicky Crouch/ Sheila Deare
Community Groups	Emails	As necessary	Jamie Gilmour/ Darren Bullen
Statutory Consultees	Email	As necessary	Sheila Deare
	Formal Consultation	As Required	Sheila Deare
Neighbouring Parishes	Emails	As necessary	Sheila Deare