

'ONE NORBITON, WORKING TOGETHER'

Meeting Title: Engagement Sub-Group

Date and Time: Wednesday 18th January 2012 at 7pm ~ 8.30pm

Venue Address: Piper Hall, Piper Road, Kingston, KT1 3EX

ATTENDING:
 Davinder Lail (Chair)
 Dr Mike D'Souza
 Denise Parry
 Eleanor Jones
 Jill Preston (Note taker)
 John Hall
 Tim Bell

APOLOGIES:
 Doreen Gardiner
 Michele Bacchus
 Tony Willis
 Simone Kaye

AGENDA

Description	AGREED	DEADLINE
Welcome and Introductions		
Introductions were made		
Objectives and Terms of Ref for the sub-group		CWG 23 rd
DL stated that there had been several ideas put forward about this group's <u>aims and</u> Terms of Reference including a-drafts for discussion. TB stated he found it hard to produce a decisive draft with text that <u>brainstorm ideas when a full text</u> had already been written <u>and there was a question over whether full ToRs were needed for the sub-groups.</u>	That the CWG needs to decide if each sub group needs their own ToR or if a standard version with individual aims agreed by each group is acceptable	February
Proposals for engaging Norbiton residents		
There was general discussion about the various ways of engaging residents. It was noted <u>recommended</u> that the other priority sub groups will <u>would</u> also need to do the same. It was further noted that this group has yet to identify the 'Professional Member'. This will be John Hayes [subsequently notified that it will be Carlos Queremel instead.]	That <u>we recommend to CWG that</u> this sub-group needs to ensure that all materials concerning ONWT are factually correct and co-ordinated. # was also agreed <u>We would also recommend</u> that each group will need to have their 'Aims and Objectives' verified through the CWG DP will approach John Haynes about attending future meetings.	23 rd February CWG agenda
MDS went through a 'Powerpoint' presentation with proposals for how this group can move forward and fully engage with Norbiton Residents [attached appendix 1] Ways of achieving this were discussed including the possibility of funding a bulk mail out, having the letters included with an RBK mail out or delivering them manually	This proposal was agreed in theory. TB agreed to review the draft resident letters It was agreed that a random sample of 200 Norbiton residents be selected and asked about their priorities in greater detail DP to pursue group being provided with names & addresses of Norbiton residents if this is not possible JP will visit the 'Barrier Busters' web site to	15 th February
		1 st February
		1 st February

It is vital that the group have methods of communication ready when this project goes live
 The group discussed the various ways that residents could interact with ONWT. Ideas such as a 'textlocal' mobile phone system or via Facebook or a website.

Engagement / co-operation with other community groups

The possibility of 'spreading the word' through interaction with other Community Groups in and around Norbiton were discussed.

EJ presented the idea for a project first raised at the CWG (attached appendix 2) where ~~it was some people had~~ felt that this was not the type of project that this group should make a priority at this stage. It was explained that this project be viewed as a training exercise as well as a valuable project for the community. EJ assured those present that the project was a way that she could assist the group by working with them in partnership on this project to demonstrate techniques for community engagement. MDSTB offered to ~~work with~~ act as liaison between this group and EJ seperately. She assured the group that she would take on the task of working with other groups to put on the event the main burden of work would be with her.

AOB

No items.

Date of next meeting

15 Feb, 7pm at Piper Hall

seek guidance
 MDS to research costings
 JP to look in to possible funding. 1st February

It was agreed that ONWT needs a proper address, telephone number, Facebook and Website. JH agreed to work on setting up the website. DL agreed to draft some narrative for the website MDS and JP agreed to work on Facebook & provide details of 'textlocal' 1st February

It was agreed that there is a need for a card/leaflet explaining about ONWT and seeking more volunteers 14th February

EJ agreed to provide a project plan for the group before the next meeting so that members could track the processes involved with the project. TB agreed to work with EJ