

KINNF Steering Group Minutes
7th August 2019
Loft Bar at Kelham Brewery



Steering Group Officers present:

Chris McKinney (Deputy Chair) (CM)
Daniel Gordon (Secretary)
Anders Hanson (Transport Working Group lead) (AH)
Gavin Martin (Business Working Group lead)
Rob McMenemy (Arts/Culture Working Group lead) (RM)
Matt Pinder (Social Media)
Ben McGarry (KINCA)

Other KINNF Members present:

Douglas Johnson (Local Ward Councillor)
Martin Phipps (Local Ward Councillor)
Dave Buttle
Janet Harris (JH)
Pete Wood

Invited non-members present:

Helen Rayment
Liz Bentley (new resident)
Sarah Walker (new business owner - Kelham Flea)
Tim Chatterjee (new business owner - Kelham Flea)
Marcus Watts (student volunteer) (MW)

Apologies from Members:

Andy Cook (Chair)
Amy Lockwood (Treasurer)
Adam Bayliss (Green Working Group lead)

Minutes and Actions

In the absence of Andy Cook, the meeting was called to order at 7.30pm by Chris McKinney.

Agenda Item	Minutes	Actions
1. Introductions	Members introduced themselves.	
2. Initial Consultation arrangements	CM opened up with an introduction of where we are up to with the Neighbourhood Plan and outlined the planned September consultation arrangements. CM outlined the documents to be attached to the consultation (Statement of Planned Scope and Representation Form) and need feedback from Steering	<i>Members to provide feedback to Chris McKinney by 16th August</i>

	<p>Group</p> <p>AH discussed community engagement with those residents groups not fully engaged in community events</p> <p>Discussion around the use of the questionnaire to capture people's responses. RM asked how this would be analysed. JH suggested using Google Forms, broad agreement as this makes it easier to analyse</p> <p>Members agreed to the consultation period (2nd September – 30th September). Officers to coordinate drop-in dates.</p>	<p><i>Proposal agreed to advertise in residential access areas</i></p> <p><i>Agreement to use Google Forms to capture responses</i></p> <p><i>Members asked to propose specific dates / locations if they have any</i></p>
3. KINNF Website	CM outlined where we were up to with the website and asked for input / feedback.	<i>Steering Group to provide feedback by 9th August</i>
4. Evidence Base Gathering	MW discussed the business survey that has been created. To meet up with Gavin (business lead). Ed (Kelham Island Brewery) asked where Kelham Island ended. CM outlined the Area. Discussed that there was no formal limit on where businesses can call themselves "Kelham" (no Protected Designation of Origin)	
5. AOB	Next Meeting: will be held on Wednesday the 4 th September 2019, venue TBC.	

KINNF Meeting Schedule 2019

Meeting Month	Date	Venue
September	4 th September 2019	TBC
October	2 nd October 2019	TBC
November	6 th November 2019	TBC
December	4 th December 2019	TBC