



STEYNING COMMUNITY PLAN

A vision for the future

Draft Communications Plan

This document is intended for the Steyning Neighbourhood Plan Steering Committee to consider the best and most appropriate ways of ensuring the maximum engagement of Steyning residents in reviewing and commenting upon:

1. The final Plan approved by the Steering Committee and Parish Council
2. All supporting evidence papers referenced in the Plan
3. Any other documents or information pertinent to the Policies and Recommendations contained in the Plan.

Contents

1. *Maildrop and Notice Boards*
2. *Internet and Social Media*
3. *Community Event*
4. *Youth Engagement*
5. *Public meeting – feedback on responses*



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Maildrop and Notice Boards

STAKEHOLDER AND TIMING

w/c 9th September
- All households in
Steyning Parish area

KEY MESSAGE

1. The Plan and all supporting documentation has been approved by the Council and is now ready to be viewed at the following locations.....**(tba)**
2. An engagement day with SCP committee members will be held at Fletchers Croft on **xx/xx/xx**

MEDIA

1. A maildrop leaflet to all households
2. A prominent notice at all public amenities **(Fletchers Croft, library, post office, surgery etc.)**

RESPONSE REQUIRED

Request all readers to consider the Plan contents and to provide feedback in a structured way to aid subsequent collation and review



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Internet and Social media

STAKEHOLDER AND TIMING

w/c 9th September –
Internet Users with
emphasis on any
local Interest groups
(e.g. SGS, Chamber
of Commerce,
Downlands Scheme
members etc.)

List of these TBA

KEY MESSAGE

- 1.The Plan and all supporting documentation has been approved by the Council and is now ready to be viewed at the following locations.....**(tba)**
2. An engagement day with SCP committee members will be held at Fletchers Croft on **xx/xx/xx**

MEDIA

- 1.Facebook (e.g. **Spotted**)
- 2.Steyning Parish Council website
3. Community Plan website

RESPONSE REQUIRED

Request all readers to consider the Plan contents and to provide feedback in a structured **ELECTRONIC** way to aid subsequent collation and review



STEYNING COMMUNITY PLAN

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Community Event

STAKEHOLDER AND TIMING

XX/XX/XX

All Steyning Parish residents and people that work within the Parish

KEY MESSAGE

Come and meet the Steering Committee and Parish Councillors who have worked to prepare and support the Community Plan for Steyning. Ask questions, seek clarity, provide input.

MEDIA

Engagement day at the Steyning Centre, Fletchers Croft.
Face to face discussions with the public.

RESPONSE REQUIRED

Request all attendees to consider the Plan contents and to provide feedback in a structured **(ELECTRONIC?)** way to aid subsequent collation and review



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Youth Engagement

STAKEHOLDER AND TIMING

**XX/XX/XX and
XX/XX/XX**
All Steyning
Grammar School
staff and pupils

KEY MESSAGE

Come and meet the
Steering Committee and
Parish Councillors who
have worked to prepare
and support the
Community Plan for
Steyning. Ask questions,
seek clarity, provide
input.

MEDIA

Engagement days at
Steyning Grammar
School.
Face to face
discussions with
staff and pupils

RESPONSE REQUIRED

Request all
attendees to
consider the Plan
contents and to
provide feedback in
a structured
(ELECTRONIC?) way
to aid subsequent
collation and review



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Public meeting – feedback on responses

STAKEHOLDER AND TIMING

XX/XX/XX

All Steyning Parish residents and people that work within the Parish

KEY MESSAGE

Come and meet the Steering Committee and Parish Councillors who have considered all the responses to the Plan and hear what the final version says.

MEDIA

Public meeting of the Steering Committee at Steyning Centre, Fletchers Croft. Face to face presentation and discussion with the public.

RESPONSE REQUIRED

Comments welcome, but nothing specific anticipated.