



Sonning Neighbourhood Plan Steering Group
Virtual Meeting on Wednesday 7th April 2021, 6.45pm
using Zoom

Meeting Agenda

1. Apologies for Absence
2. Minutes of Meeting held on 29th March 2021
3. Questionnaire
 - a. Pages 5 & 6. Any last comments?
 - b. Postage paid envelopes
 - c. Is everyone happy to use the street address as the unique identifier?
4. Advance Notice Letter – comments/amendments
5. “Script” for distributors so everyone gets the same message
6. Distribution ([20 delivery rounds SonningNPlan v2.xlsx](#))
 - a. Still need volunteers for:
 - i. Hawthorn Way, Garde Rd
 - ii. Little Glebe
 - iii. Glebe Gardens
 - iv. High Street
 - v. South Drive
 - b. Schedule:
 - i. Letter ready for distributors over this weekend (10/11th) to deliver w/c 12th
 - ii. Questionnaire to be printed before April 21st to deliver from 22nd
 - iii. Start chasing w/c May 3rd ?
7. What Else?
8. Next Meeting