

## Kidmore End Parish NDP Table of Community Engagement

	Date	Name	Type	Location	Description
1	End of June 2017	Publicity for Community Event #1- NDP Announcement	Public announcement - Website update	Kidmore End Parish Council Website	Announcement of KEPC resolution to embark on the NDP, and to inform residents of community event #1
2	End of June 2017	Publicity for Community Event #1- NDP Announcement	Public announcement - Newsprint	Henley Standard	Announcement of KEPC resolution to embark on the NDP, and to inform residents of community event #1
3	7 July 2017	Community Event #1 - NDP Announcement	Public meeting	Diamond Jubilee Pavilion, Gallowstree Common	Public meeting to communicate KEPC resolution to embark on an NDP and gauge community feedback. Questions and answers session included. Ricardo Rios of SODC was invited to address the meeting and take questions.
4	July 2017	Community Event #1 - Website update	Public announcement - Website update	Kidmore End Parish Council Website	Website updated with notes from the community event, and the PDF presentation was posted
5	Date of posting following parish council meeting held on July 19th 2017	Community Announcement - Website Update	Public announcement - Website update	Kidmore End Parish Council Website	Announcement that the Kidmore End Parish Council agreed to proceed with a neighborhood plan
6	September 2017	NDP Steering Group Meeting Sept 2017	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
7	September 2017	NDP Steering Group Meeting Sept 2017 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
8	September 2017	NDP Steering Group Members Announced	Public announcement - Website update	Kidmore End Parish Council Website	Members of the steering Group announced and updated on regular basis
9	23 October 2017 - 4 December 2017	Public Notice: Kidmore End Neighbourhood Plan Area Designation Publicity Period	Public announcement - Website update	Kidmore End Parish Council Website and SODC Website	Comments were invited on the proposed area for the neighbourhood plan. This publicity period was open for six weeks.
10	November 2017	NDP Steering Group Meeting Nov 2017	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
11	November 2017	NDP Steering Group Meeting Nov 2017 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
12	December 2017	Public Announcement of Kidmore End Neighbourhood Plan Area Designation	Public announcement - Website update	Kidmore End Parish Council Website	Boundary designation publicized
13	18 January 2018	NDP Steering Group Meeting Jan 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
14	January 2018	NDP Steering Group Meeting Jan 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
15	18 February 2018	NDP Steering Group Meeting Feb 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
16	February 2018	NDP Steering Group Meeting Feb 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
17	February 2018	Publicity for Community Events #2&3 Community Needs Drop-In	Public announcement - Paper handouts to every household in KEP	Every household in Kidmore End Parish	Announcement of drop-in events of February 2018
18	February 2018	Publicity for Community Events #2&3 Community Needs Drop-In	Public announcement - Local signage	Local schools, pubs, each village's parish noticeboard	Announcement of drop-in events of February 2018
19	February 2018	Publicity for Community Events #2&3 Community Needs Drop-In	Public announcement - Newsprint	Henley Standard	Announcement of drop-in events of February 2018
20	24 February 2018	Community Event #2 - Community Needs Drop-In	Public meeting	Kidmore End Primary School	To inform the community about the KENDP, invite comment and learn more about the community's needs. Display boards were created to provide visual and written information to the community. Steering Group members attended and were available to discuss the NDP and listen to questions and concerns.
21	28 February 2018	Community Event #3 - Community Needs Drop-In	Public meeting	Kidmore End Parish Rooms	To inform the community about the KENDP, invite comment and learn more about the community's needs. Display boards were created to provide visual and written information to the community. Steering Group members attended and were available to discuss the NDP and listen to questions and concerns.
22	February 2018	Community Questionnaire #1 - Community Needs Drop-in Questionnaire	Public Questionnaire	Handout at drop-in events, and posted on the website	Questionnaire asking broad questions about what is valued within the Parish and what concerns people had. Some attendees asked to take the Questionnaires away for other members of their family or community, or simply because they wished to take more time over completion. It was arranged that these Questionnaires would be returned to a specific post box in Kidmore End.
23	February 2018	Community Event #3 - Follow up Website Update	Public announcement - Website update	Kidmore End Parish Council Website	Photos and information from the Community Needs event were posted on the website, following the event.
24	7 March 2018	NDP Steering Group Meeting March 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
25	March 2018	NDP Steering Group Meeting March 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly

26	April 2018	Announcement of Household Survey Briefing Session	Public announcement - Website update	Kidmore End Parish Council Website	An announcement calling for volunteers to distribute the household survey
27	17 April 2018 and 18 April 2018	Household Survey Briefing Session	Meeting with volunteers	Diamond Jubilee Pavilion, Gallowstree Common	Meeting with 28 volunteers to distribute the household survey.
28	April - May 2018	Community Questionnaire #2 - Household Survey	Public Questionnaire	Kidmore End Parish Council Website, and a paper copy of the survey was hand dropped to every household in the Parish.	The Kidmore End Parish Neighbourhood Development Plan Household Survey - see Consultation Statement for further details
29	April 2018	NDP Steering Group Meeting April 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
30	April 2018	NDP Steering Group Meeting April 2018 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly, and an updated on the household survey responses was posted
31	May - June 2018	Call for Sites Process	Public Questionnaire	Results submitted via email [please confirm]	A process was initiated whereby local landowners were able to notify the NDP that they wished for their land to be considered for allocation.
32	May - June 2018	Publicity for Call for Sites	Public announcement - Local signage	Local schools, pubs, each village's parish noticeboard	Publicity for the call for sites process
33	May - June 2018	Publicity for Call for Sites	Public announcement - Newsprint	Henley Standard	Publicity for the call for sites process
34	May - June 2018	Publicity for Call for Sites	Public announcement - Website update	Kidmore End Parish Council Website	Publicity for the call for sites process
35	May 2018	Steering Group Members Update	Public announcement - Website update	Kidmore End Parish Council Website	An updated list of the members of the steering group was posted, in addition to the regularly updated list of members previously posted
36	22 May 2018	NDP Steering Group Meeting May 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
37	May 2018	NDP Steering Group Meeting May 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
38	May 2018	Key Findings of Community Questionnaire #2 - Household Survey Announced	Public announcement - Website update	Kidmore End Parish Council Website	Key findings from the household survey were announced.
39	June 2018	NDP Steering Group Meeting June 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
40	June 2018	NDP Steering Group Meeting June 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
41	July 2018	NDP Steering Group Meeting July 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
42	July 2018	NDP Steering Group Meeting July 2018 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
43	August 2018	NDP August Update	Public announcement - Website update	Kidmore End Parish Council Website	Website updated with progress of work with AECOM and the Call for Sites process
44	September 2018	Website Notification of Call for Sites process ending	Public announcement - Website update	Kidmore End Parish Council Website	Notification of the Call for Sites process concluding
45	11 September 2018	NDP Steering Group Meeting Sept 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
46	September 2018	NDP Steering Group Meeting Sept 2018 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
47	September 2018	Kidmore End Parish Landscape Sensitivity Study Announcement	Public announcement - Website update	Kidmore End Parish Council Website	The terra firma Consultancy Ltd firm landscape sensitivity study was published on the website.
48	16 October 2018	NDP Steering Group Meeting Oct 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
49	October 2018	NDP Steering Group Meeting Oct 2018 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
50	November 2018	Call for Sites Register Publication	Public announcement - Website update	Kidmore End Parish Council Website	At the end of the allocation period 21 sites were submitted for consideration, and this register, along with a map of the sites, was announced on the Parish website.
51	11 December 2018	NDP Steering Group Meeting Dec 2018	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
52	December 2018	NDP Steering Group Meeting Dec 2018 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
53	22 January 2019	NDP Steering Group Meeting Jan 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
54	January 2019	NDP Steering Group Meeting Jan 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
55	19 February 2019	NDP Steering Group Meeting Feb 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
56	February 2019	NDP Steering Group Meeting Feb 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
57	March 2019	Update of the NDP Published	Public announcement - Website update	Kidmore End Parish Council Website	A detailed update as to the progress of the NDP to date was published, along with links to the NDP process, summary of the household survey and summary of the call for sites process, amongst other items.
58	19 March 2019	NDP Steering Group Meeting March 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
59	March 2019	NDP Steering Group Meeting March 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
60	7 May 2019	NDP Steering Group Meeting May 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
61	May 2019	NDP Steering Group Meeting May 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
62	11 June 2019	NDP Steering Group Meeting June 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
63	June 2019	NDP Steering Group Meeting June 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
64	16 July 2019	NDP Steering Group Meeting July 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
65	July 2019	NDP Steering Group Meeting July 2019 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly

66	August 2019	Call for Sites Process Summary & Timing Announcement	Public announcement - Website update	Kidmore End Parish Council Website	An update to the call for sites process was posted along with notes about the timing and the outside consultants that had been engaged.
67	August 2019	Public Announcement - Glossary Of Acronyms & Planning Terms	Public announcement - Website update	Kidmore End Parish Council Website	The steering group thought it would be helpful to publish a glossary of planning terms used in the NDP process to assist the community.
68	September 2019	Public Announcement - Community Input Requested for Community Events, and announcement of Community Events #4&5	Public announcement - Website update	Kidmore End Parish Council Website	A request for resident feedback in planning the upcoming NDP community events, and announcement of the dates in September
69	September 2019	Publicity for Community Events #4&5 Progress Update and Housing Allocation	Public announcement - Parish Newsletter	Kidmore End Parish Newsletter	Announcement of community events, September 2019
70	September 2019	Publicity for Community Events #4&5 - Progress Update and Housing Allocation	Public announcement - Local signage	Local schools, pubs, each village's parish noticeboard	Announcement of community events, September 2019
71	4 September 2019	NDP Steering Group Meeting Sept 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
72	September 2019	NDP Steering Group Meeting Sept 2019 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
73	14 September 2019	Community Event #4 - Progress Update and Housing Allocation	Public Meeting	Kidmore End Primary School	Community events where the community was invited to review the Steering Group's work in progress on housing allocation, the progress of the Neighbourhood Development Plan, and the NDP policies for KEP.
74	21 September 2019	Community Event #5 - Progress Update and Housing Allocation	Public Meeting	Diamond Jubilee Pavilion, Gallowstree Common	Community events where the community was invited to review the Steering Group's work in progress on housing allocation, the progress of the Neighbourhood Development Plan, and the NDP policies for KEP.
75	September 2019	Announcement of Information from Community Events #4&5	Public announcement - Website update	Kidmore End Parish Council Website	Information about the community events in September 2019 was posted on the website, along with a link to all of the information provided at the events.
76	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - Facebook post	Facebook	Announcement and promotion of questionnaire #3
77	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - Email listserv	Email	Announcement and promotion of questionnaire #3
78	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - Parish Newsletter	Kidmore End Parish Newsletter	Announcement and promotion of questionnaire #3
79	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - Paper handouts to every household in KEP	Every household in Kidmore End Parish	Announcement and promotion of questionnaire #3
80	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - Website update	Kidmore End Parish Council Website	Announcement and promotion of questionnaire #3
81	September 2019	Publicity for Questionnaire #3 - Steering Group Proposals	Public announcement - at community events #4&5	Community events #4&5	Announcement and promotion of questionnaire #3
82	14 September - 2 November 2019	Community Questionnaire #3 - Steering Group Proposals	Public Questionnaire	Results submitted over internet survey	The survey included 12 questions regarding the proposals and recommendations set out by the steering Group and discussed at community events #4&5. First opened in September but extended response time until 2 November 2019.
83	15 October 2019	NDP Steering Group Meeting Oct 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
84	October 2019	NDP Steering Group Meeting Oct 2019 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
85	November 2019	NDP Community Event Survey Results 2019	Public announcement - Website update	Kidmore End Parish Council Website	Results of Questionnaire #3 posted to the website for residents to download
86	19 November 2019	NDP Steering Group Meeting Nov 2019	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
87	November 2019	NDP Steering Group Meeting Nov 2019 - Notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
88	January 2020 - July 2020	NDP Community Q&A	Public announcement - Website update	Kidmore End Parish Council Website	Questions and answers to commonly asked queries posted on the website in Jan 2020, and updated in July 2020.
89	14 January 2020	NDP Steering Group Meeting Jan 2020	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
90	January 2020	NDP Steering Group Meeting Jan 2020 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
91	January 2020	NDP Housing Requirement and Allocation Paper update (Topic Paper)	Public announcement - Website update	Kidmore End Parish Council Website	The NDP housing and requirement paper update was posted that showed the updates in respect of the comments from the 6 week consultation with landowners on the call for sites process.
92	January 2020	Kidmore End NDP Steering Group Terms of Reference	Public announcement - Website update	Kidmore End Parish Council Website	The NDP Terms of Reference document was reposted with an update to the membership of the NDP steering group.
93	4 March 2020	NDP Steering Group Meeting March 2020	Steering group meeting - open to the public	Kidmore End Parish	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
94	March 2020	NDP Steering Group Meeting March 2020 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publicly
95	May 2020	Agenda for April / May Steering Group meeting	Public announcement - Website update	Kidmore End Parish Council Website	An agenda of the upcoming meeting was published in advance.

96	23rd May 2020	Local Planning Matters: Update for Residents of Kidmore End Parish	Public announcement - Website update	Kidmore End Parish Council Website	An update for the community was provided regarding the progress of the NDP in light of the COVID-19 crisis, as well as to provide updates on: South Oxfordshire District Council (SODC) Emerging Local Plan; Planning application to Reading Borough Council for development at Reading Golf Club; Reading Transport Strategy 2036 and Consultation; Kidmore End Parish NDP Update
97	4 May 2020	NDP Steering Group Meeting April / May 2020	Steering group meeting - via Zoom	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
98	May 2020	NDP Steering Group Meeting April / May 2020 - notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
99	25 June 2020	NDP Steering Group Meeting June 2020	Steering group meeting - via Zoom	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
100	June 2020	NDP Steering Group Meeting June 2020 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
101	13 July 2020	NDP Steering Group Meeting July 2020	Steering group meeting - via Zoom	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
102	July 2020	NDP Steering Group Meeting July 2020 - Notes published	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
103	17 August 2020	NDP Steering Group Meeting August 2020	Steering group meeting - via Zoom	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
104	August 2020	NDP Steering Group Meeting August 2020 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
105	6th Oct 2020	NDP Steering Group Meeting Oct 2020	Steering group meeting - via Zoom	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
106	December 2020	NDP Steering Group Meeting October 2020 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
107	7th Nov 2020	NDP Steering Group Regulation 14 announcement	Public announcement - Website update	Kidmore End Parish Council Website	Website updated with new page to announce commencement of Regulation 14
108	November 2020	NDP Steering Group Regulation 14 update	Public announcement - Website update	Kidmore End Parish Council Website	Regulation 14 extended until 16th January 2021
109	November 2020	NDP Steering Group Regulation 14 announcement	Posters hung in parish and flyers posted through parish letterboxes	Kidmore End Parish	Posters updated to remind residents of weeks remaining to input into Regulation 14 and 2 sets of flyers posted through letterboxes in the parish
110	11th November 2020	NDP Steering Group Regulation 14 update	Public announcement - facebook	Kidmore End Parish Council Facebook page	Poster uploaded to advertise Regulation 14
111	8th December 2020	NDP Steering Group Meeting Dec 2020	Public announcement - Website update	Via Zoom	Meeting of the NDP Steering Group comprised of residents of Kidmore End Parish
112	2nd Feb 2021	NDP Steering Group Meeting December 2020 - notes posted	Public announcement - Website update	Kidmore End Parish Council Website	Notes of the steering group meeting posted publically
113	21st December 2020	Kidmore End NDP highlights	Public announcement - Website update	Kidmore End Parish Council Website	Document highlighting features of the NDP posted
114	24th February 2021	Kidmore End NDP terms of reference update	Public announcement - Website update	Kidmore End Parish Council Website	Terms of reference document update posted