



## **Communications Plan – February 2019**

### **March to May**

1. Produce a landscape A4 flyer folded to make six 'pages' to be mailed to every household in the Parish
2. Present at Annual Parish Meeting 1<sup>st</sup> April
3. Produce communications strategy and present to Parish Council.
4. Sort out logistics of mailing flyer - there is a 4 week lead time
5. Agree content of the flyer at the NP Steering Group
6. Start advertising that the flyer is coming – posters, social media, websites

### **June**

2. Launch 6 week 'consultation'
  - (a) Flyers arrive at households – they can be returned at pre-arranged places around the Parish
  - (b) Launch website – this will have the facility to respond to the 'consultation' electronically
  - (c) Have 'drop in' sessions at various venues around the Parish
  - (d) Continue with posters, social media, websites to maintain awareness

### **July**

1. Consultation closes.
2. Analyse responses identifying themes

### **Post July**

1. Based on response analysis, develop a plan
2. Playback responses and outline plan to Parish