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# HORSTED KEYNES NEIGHBOURHOOD PLAN

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## STEERING GROUP MEETING

Date: Thursday 7<sup>th</sup> August 2014

Time: at 7.30 p.m.

Venue: Martindale Centre, Station Road, Horsted Keynes

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Members of the public are welcome and encouraged to attend.

### 7.30 pm to 8.00 pm – Open discussion

**The neighbourhood plan (NHP) process, including how to best engage with young families and youth plus planning for the Community engagement drop in session in September - An opportunity to make comments and ask questions.**

### 8.00 pm – Meeting commences

*The first 10 minutes of the meeting will be available for members of the public to make comments or ask questions on any item on the following agenda.*

#### AGENDA:

1. Apologies for absence
2. Declarations of interest
3. Minutes of previous meeting 3<sup>rd</sup> July 2014
4. Matters arising from previous minutes
5. Update on appointment of consultant to assist in the NHP process and next steps **(KL)**
6. Update on grant application **(KL)**
7. Review NHP timetable
8. Review of Village Meeting 29/07/14 re Community engagement
9. Future options for a community store in Horsted Keynes under community right to bid and community right to build
10. Community engagement session in September
  - a. Key theme
  - b. Agree date and time
  - c. Approaching stakeholders
  - d. Venue and booking
  - e. Marketing the event
11. Presentation of Census data from 2011 vs NHP survey data **(PW)**
12. Presentation of introduction section to the HK NHP **(TH)**
13. Agree any items to go onto Parish Council agenda *(Note: no August PC meeting)*
14. Communication and agreement on how the NHP interact and make decisions
15. P&P article for September *(Note: submission deadline 18/08/14)*
16. Reports
17. Date of next meeting