
HORSTED KEYNES NEIGHBOURHOOD PLAN



STEERING GROUP MEETING

Date: Thursday 4th September 2014
Time: at 7.30 p.m.
Venue: Martindale Centre, Station Road, Horsted Keynes

Members of the public are welcome and encouraged to attend.

7.30pm to 8pm – Open discussion

Neighbourhood Plan process - An opportunity to make comments and ask questions

8pm – 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 7th August 2014
4. Matters arising from previous minutes
5. Update on consultant visit to Horsted Keynes and next steps **(KL)**
 - a. Skeletal HKNP
 - b. Set clear objectives and establish a vision statement
 - c. Allocation of tasks
6. Update on grant application
 - a. HKPC response to underwriting in case of DCLG reclaiming money
 - b. Confirm back to DCLG
7. Community engagement sessions in September / October
 - a. School / pre-school / first steps **(PW / AN)**
 - b. Businesses
 - c. WI / lunch club / youth club in Danehill
 - d. Agree content of questionnaires and mail out pre visits
8. Engagement with landowners over development sites
 - a. Reconfirm with an agreed standard template of questions to be completed with each landowner and get signed agreeing that this will be in the public domain
 - b. Consider other sites – call for land
9. Agree any items which need to go onto Parish Council agenda (including from August meeting)
10. Publicity / Marketing etc.
 - a. Social media – agree process for updating
 - b. Street coordinator update
 - c. P&P article for October
11. Reports
12. Date of next meeting