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# HORSTED KEYNES NEIGHBOURHOOD PLAN

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## STEERING GROUP MEETING

Date: Thursday 5<sup>th</sup> March 2015  
Time: 8.00pm  
Venue: Martindale Centre, Station Road, Horsted Keynes

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Members of the public are welcome and encouraged to attend.

### 8.00pm to 8.30pm –

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

### 8.30pm – 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 05.02.15
4. Matters arising from previous minutes not covered in agenda items
5. Sub-group reports:
  - a) Finance update **TH**
    - i. Update on consultant activities **KL**
  - b) Framework **PW**
    - i. Policies - review of draft policies
  - c) Community engagement **KL**
    - i. Review of feedback to date following 24<sup>th</sup> January presentation **KL**
    - ii. Review approach to ensure the NP process is fully understood by the Parish in light of recent developments **All**
    - iii. Discuss need for general response to letters and emails rather than individual responses **All**
  - d) Housing / Development **KL**
    - i. Review feedback from landowners for potentially sustainable sites **KL**
    - ii. Review feedback from Highways for potentially sustainable sites **KL**
    - iii. Review feedback from community for potentially sustainable sites **KL**
    - iv. HK017 Covenant **KL**
  - e) Communication **AN**
    - i. Update and new requirements for FB and P&P **All**
    - ii. Planning for April Annual Parish Meeting **All**
6. Mobile phone masts – the next step **PW**
7. Agree any items which need to go onto Parish Council agenda **All**
8. Date of next meeting