
HORSTED KEYNES NEIGHBOURHOOD PLAN



STEERING COMMITTEE MEETING

Date: Thursday 02nd July 2015

Time: 8.00pm

Venue: Martindale Centre, Station Road, Horsted Keynes

Members of the public are welcome and encouraged to attend.

8.00pm to 8.30pm – Open discussion

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
(Members are invited to make any declarations of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.)
3. Minutes of previous meetings 04th June 2015
4. Matters arising from previous minutes not covered in agenda items
5. Review of outcome / minutes of meeting 27/06/15
6. Receive Treasurer's report
7. Discuss & confirm engagement event(s) in September – dates & format to be confirmed in the August meeting
8. Discuss & confirm the production of a document/booklet to be delivered to the whole village in August in preparation for the event(s)
9. Consider what material we will require for the engagement event(s)
10. Discuss & confirm how we respond to future correspondence
11. Agree how we undertake business engagement – e.g. Industrial Park, etc.
12. Agree any items which need to go on Parish Council agenda
13. To receive and to consider reports from Steering Group members
(An oral report / additional written information arising after dispatch of this Agenda may be given on any of the above items).
14. Date of next meeting – 6 August 2015