



2 May 2019

To Steering Group Members:

Cllr Clare Cape	Liz Field
Cllr Nick Murry (Chairman)	Barry Grimes
Cllr Chris Ruck	Ross Henning
Cllr John Scragg	Jack Konynenburg
Cllr Sandie Webb	Steve Perry
(Vacancy)	Sophie Thomas

Meeting of the Neighbourhood Plan Steering Group

Dear Steering Group Member,

You are invited to attend a meeting of the **Neighbourhood Plan Steering Group** which will be held in the Town Hall, High Street, Chippenham on **7 May 2019** commencing at **6pm**.

Yours faithfully,

Andy Conroy
Planning Officer

Agenda

Neighbourhood Plan Steering Group Meeting - 7 May 2019, 6pm, Town Hall

1.	<u>APOLOGIES FOR ABSENCE</u>
2.	<u>DECLARATION OF INTEREST</u> All Members of the Steering Group are reminded to declare any pecuniary or non-pecuniary interests they may have, in accordance with the Town Council's latest approved Code of Conduct.
3.	<u>MINUTES</u> To approve as a correct record and to sign the draft minutes of the meeting held on Tuesday 2 April 2019 (copy attached).
4.	<u>CHAIRMAN'S ANNOUNCEMENTS</u>
5.	<u>MEETING UPDATES</u> a) Cllrs Scragg/Cape to brief Steering Group Members on 18 April Chippenham Rail User Group meeting re: Station proposals b) Chairman/Planning Officer to brief Steering Group on 17 April meeting with Chippenham Without Parish Council representatives
6.	<u>PRESENTATION OF FINAL SURVEY RESULTS</u> Planning Officer to present final survey results, noting any significant changes from interim results (copy attached)
7.	<u>DRAFT VISION</u> To agree, or suggest amendments to, draft Vision created by interim Working Party (copy attached)
8.	<u>OPTIONS FOR NEXT STEPS</u> To agree one of two options relating to timetable/next steps as set out in Briefing Note by Planning Consultant, and to agree how to recruit members for Topic sub-groups (copy attached)
9.	<u>WORKSHOP: OBJECTIVE SETTING FOR VISION</u> Workshop session: Working in pairs, members of Steering Group to create Objectives for Vision, and then present to the Group
10.	<u>ITEMS FOR NEXT MEETING</u> <ul style="list-style-type: none">• Finalise Vision Objectives• Review of policy gaps - where can the NP make most difference?• Agree strategy for Vision consultation

12.	<u>DATE/TIME OF NEXT MEETING</u> 4 June 2019, 6pm, Chippenham Town Hall