



28 March 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 **2 April 2019** commencing at **6pm**.

Yours faithfully,

Andy Conroy
Planning Officer

Agenda

Neighbourhood Plan Steering Group Meeting - 2 April 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 5 March 2019 (copy attached).
4.	<u>CHAIRMAN'S ANNOUNCEMENTS</u>
5.	<u>REVIEW OF PRE-VISION ENGAGEMENT</u> To discuss what went well/what did not? What could be improved for future public consultation? What were the street stall venues like?
6.	<u>PRESENTATION OF SURVEY RESULTS</u> To discuss survey results (results to follow ahead of the meeting) To discuss how survey results should be presented to the public
7.	<u>TOPIC SELECTION FOR VISION</u> To discuss and/or decide which topics the Neighbourhood Plan could focus on bearing in mind the above survey results, where it can add most value, and where there are gaps in current planning policy
8.	<u>BRIEFING ON MEETING WITH LPA</u> Chairman/Planning Officer/Planning Consultant to brief Steering Group Members on their recent meeting with LPA Neighbourhood Plan Link Officers
9.	<u>ITEMS FOR NEXT MEETING</u> <ul style="list-style-type: none">• Continued discussion of topic selection (if required)• Review of Chippenham Vision• Drafting of Vision wording• Briefing on May meeting with LPA
10.	<u>DATE/TIME OF NEXT MEETING</u> 7 May 2019, 6pm, Chippenham Town Hall