

Neighbourhood Plan Steering Group Meeting Agenda
Tuesday, 4th May 2021, 5.00pm
To be held virtually via Zoom

1. Welcome & apologies for absence

2. To agree notes from the last meeting on 6th April 2021 (attached) & matters arising:

- Item 2:
 - TS/RQ to finalise views & RQ to create map
 - TS/RQ finalise flooding wording
 - KB to update community facilities text
 - KB to update River Blackwater ROW text
 - Front cover and illustrations – front cover and logo created
 - KB/RH to update timeline - completed
 - RH to order banner and correx board posters – completed & delivered

3. Review of progress:

- To review pre submission Plan (attached) & any outstanding amendments to text required

4. Regulation 14 Consultation preparation:

- Collecting consultation responses
- Final actions for consultation
 - List of documents to go with consultation on NP website
 - Send info to Gordon Young to update NP website
 - Set up Survey Monkey
 - Set up social media and YTC web comms
 - Set up virtual Q&A sessions

5. Date of next meeting:

- Steering Group: TBC