



Swavesey Neighbourhood Plan Steering Group Meeting

To all members of the Swavesey Neighbourhood Plan Steering Group

DATE: Monday 5th June 2017

TIME: 7.00pm

**VENUE: Business Cloud Integration,
Unit 1, Carisbrooke Court
Buckingway Business Park**

Mrs L Miller, Clerk to Swavesey Parish Council, 30th May 2017

QUORUM: 8

AGENDA

Item Ref.	Item	Lead
2017/06NHP-1	Welcome To receive and approve apologies for absence	Chair
2017/06NHP-2	Declarations of Interest	
2017/06NHP-3	To approve the notes from the meeting held on 8 th May 2017 Matters Arising	Chair
2017/06NHP-4	To report from consultation event at Primary School Fayre 20/05/17	VB
2017/06NHP-5	To report from Working Party Meetings – Progress update	
	(i) Existing Evidence Working Group interim report	DH
2017/06NHP-6	Networking/Discussion meeting with other NH Plan Groups - Tues 20/06/17, 7.30pm, Memorial Hall To confirm attendance from other groups & attendance from Swavesey To draw up discussion agenda	Chair
2017/06NHP-7	Actions:	
	(i) Communication Strategy – update on spreadsheet completion	SW
	(ii) Project Plan – Gantt Chart – Update and future activities	VB
	(iii) Future Consultation Events – Where, when, format? (eg Compass Café, Spartans Day, St Andrew's Fete, etc)	
2017/06NHP-8	Items for information and next meeting	Chair
2017/06NHP-9	Date & venue of next meeting - Monday 3rd July 2017, 7pm	Chair

Swavesey Neighbourhood Plan Steering Group Chairman – Mr Chas Barclay

Clerk to the Steering Group: Mrs Linda Miller, 21 Thistle Green, Swavesey, CB24 4RJ

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