



# Swavesey Neighbourhood Plan Steering Group Meeting

To all members of the Swavesey Neighbourhood Plan Steering Group

**DATE: Monday 8<sup>th</sup> May 2017**

**TIME: 7.00pm**

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

Mrs L Miller, Clerk to Swavesey Parish Council, 2<sup>nd</sup> May 2017

QUORUM: 8

## AGENDA

Item Ref.	Item	Lead
2017/05NHP-1	<b>Welcome</b> To receive and approve apologies for absence	Chair
2017/05NHP-2	<b>Declarations of Interest</b>	
2017/05NHP-3	<b>To approve the notes</b> from the meeting held on 3 <sup>rd</sup> April 2017 Matters Arising	Chair
2017/05NHP-4	<b>To report from meeting at Gamlingay re Housing Needs Survey</b>	VB
2017/05NHP-5	<b>To report from Existing Evidence Working Party</b> – Progress update	SR
2017/05NHP-6	<b>Feedback from a visit to Hunstanton event re NH Plan Consultation</b>	SR
2017/05NHP-7	<b>Actions:</b> (i) <b>Communication Strategy</b> – update on spreadsheet completion (ii) <b>Project Plan – Gantt Chart</b> – Update and future activities (iii) <b>Round table discussion</b> with other NH Plan Groups - update (iv) <b>Consultation Events</b> <b>1 Primary School Fayre – Sat 20<sup>th</sup> May, 12noon – 3pm</b> Someone to lead on this - People to man stand – Gazebo – table/chairs – leaflets – posters Children’s game or raffle to raise funds for PTA (stall space FOC)	SW VB Clerk
2017/05NHP-8	<b>Items for information and next meeting</b>	Chair
2017/05NHP-9	Date & venue of next meeting - <b>Monday 5<sup>th</sup> June 2017, 7pm</b>	Chair

---

**Swavesey Neighbourhood Plan Steering Group Chairman – Mr Chas Barclay**

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

Tel: 01954 202982 Email: [clerk@swavesey.org.uk](mailto:clerk@swavesey.org.uk) Website: [www.swavesey.org.uk](http://www.swavesey.org.uk)