



Swavesey Neighbourhood Plan Steering Group Meeting

To all members of the Swavesey Neighbourhood Plan Steering Group

DATE: Monday 4th September 2017 **TIME:** 7.00pm **VENUE:** Business Cloud Integration,
Unit 1, Carisbrooke Court
Buckingway Business Park

Mrs L Miller, Clerk to Swavesey Parish Council, 29th August 2017

QUORUM: 8

AGENDA

Item Ref.	Item	Lead
2017/09NHP-1	Welcome To receive and approve apologies for absence	Chair
2017/09NHP-2	Declarations of Interest	
2017/09NHP-3	To approve the notes from the meeting held on 7 th August 2017 Matters Arising	Chair
2017/09NHP-4	Cambridgeshire ACRE NH Plan Support (i) To review discussion at last meeting and confirm work with Cambridgeshire ACRE – cost £400 (Project Inception meeting) (ii) To arrange a date for meeting with ACRE and attendees from Swavesey	All
2017/09NHP-5	Pre-consultation Survey To report progress of survey and responses received	VB
2017/09NHP-6	Reports from Working Party Meetings	
2017/09NHP-7	Actions: (i) Communications – update on spreadsheet completion, Meridian Magazine articles, facebook updates, etc (ii) Project Plan – Gantt Chart – Update and future activities?	SW VB
2017/09NHP-8	Items for information and next meeting	Chair
2017/09NHP-9	Date & venue of next meeting - Monday 2nd October 2017, 7pm	Chair

Swavesey Neighbourhood Plan Steering Group Chairman – Mr Chas Barclay

Clerk to the Steering Group: Mrs Linda Miller, c/o Memorial Hall, High St, Swavesey, CB24 4QU

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