



Swavesey Neighbourhood Plan Steering Group Meeting

To all members of the Swavesey Neighbourhood Plan Steering Group

DATE: Monday 8th January 2018

TIME: 7.00pm

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

Mrs L Miller, Clerk to Swavesey Parish Council, 2nd January 2018

QUORUM: 8

AGENDA

Item Ref.	Item	Lead
2018/01NHP-1	Welcome To receive and approve apologies for absence	Chair
2018/01NHP-2	Declarations of Interest	
2018/01NHP-3	To approve the notes from the meeting held on 6 th November 2017 Matters Arising	Chair
2018/01NHP-4 (i)	Review of Terms of Reference	All
(ii)	Review and Election of Steering Group Officers: Chairperson, Vice-Chair, Finance Co-ordinator, Clerk, Communications Co-ordinator, Parish Council Liaison	
2018/01NHP-5	Cambridgeshire ACRE NH Plan Support	All
(i)	Confirmation of Grant Award from Community Rights Programme – Neighbourhood Planning	
(ii)	To confirm next actions from Cambridgeshire ACRE and Steering Group Workshop planned for Mon 19 th February, 7pm	
2018/01NHP-6	Items for information and next meeting	Chair
2018/01NHP-7	Date & venue of next meeting - Monday 5th February 2018, 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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