

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NOTICE OF NEIGHBOURHOOD PLAN STEERING GROUP MEETING

7.00pm on Monday 14 October 2019 in the Reading room, Mechanics Institute, Kirkby Malzeard - Members of the public welcome

The purpose of the Steering Group, which is a committee of the Parish Council, is to produce a Neighbourhood Plan for Kirkby Malzeard, Laverton and Dallowgill in accordance with its Terms of Reference.

AGENDA

- 1. Welcome and Apologies. Declarations of Interests.**
- 2. Approve Minutes of last meeting.**
- 3. Action Points (where not dealt with elsewhere on Agenda).**
None.
- 4. Project Plan**
 - a) Project Plan update – Peter Saxon.
- 5. Advice received from NP ‘Champion’ (Peter Allison) and HBC Planning Department (Joe Varga) – Howard Mountain.**
 - a) Consider extent of professional consultation advice currently required.
 - b) Consider use of Survey Monkey for public consultation.
- 6. Funding.**
 - a) Finalise content of initial grant application to Locality.
- 7. Information and Evidence Gathering / Consultation Strategy.**
 - a) Consider format, content (draft questions) and scope of public consultation document – Michael Jordan and Jane Aksut with contributions from all members on own topics.
 - b) Consider format, content (draft questions) and scope of Stakeholders consultation documents - Mike Hurford and Rebecca Mann with contributions from all members on own topics.
 - c) Consider other information and evidence gathering sources for each topic.
- 8. Publicising Neighbourhood Plan and seeking ‘Initial Ideas’ from members of public.**
 - a) ‘Initial Ideas’ and NP Update – responses from Kirkby Malzeard Produce Show.
 - b) Progress with further idea gathering at Drug Awareness meeting – Jane Aksut.
 - c) Logo – progress with formal design – Jane Aksut.
- 9. Any other business (items to include on Agenda of next meeting).**
- 10. Date of next meeting.**

ACTING PARISH CLERK Howard Mountain, Mount Pleasant, Laverton HG4 3RH Email: clerk.kmldpc@outlook.com Agenda, Minutes and General Privacy Notice, available on Parish Council website www.kmldpc.btck.co.uk Facebook: @kmldpc

Dated 08.10.2019