

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NOTICE OF NEIGHBOURHOOD PLAN STEERING GROUP MEETING

TUESDAY 18 MAY 2021 AT 7.30PM

MEMBERS OF THE PUBLIC WELCOME

The meeting will be held in the **MAIN HALL** of the **MECHANICS INSTITUTE, KIRKBY MALZEARD** and will be subject to current requirements for public meetings with total numbers present limited to allow for adequate social distancing within the space available. In order to assist with this, it would be appreciated if members of the public could advise the **SG Secretary** if you will be attending so that appropriate arrangements can be made. Those attending will be expected to wear face coverings (unless exempt) except when speaking.

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. Receive and approve Apologies. Declarations of Interests.**
- 2. Approve Minutes of meeting held on 30.03.2020.**
- 3. Steering Group Membership**
 - a) New Councillor members – Fiona Robertshaw and Chris Floyd
 - b) Resignation of Michael Jordan
 - c) Consider recruitment of additional Resident members
- 4. Action Points from previous meeting (where not dealt with elsewhere on Agenda) – none.**
- 5. Public Consultation** – general discussion including review of procedures and response levels.

6. **Stakeholder Consultation** – agree procedure and commencement date.
7. **Analysis of responses from Consultations.** - finalise approach to analysis of quantitative and qualitative responses.
8. **Locality Grant**
 - a) confirmation of repayment of unspent element of 2020-21 grant
 - b) application for 2021-22 – consider activity headings and likely costs.
9. **Any other business (items to be included on Agenda of next meeting).**
10. **Date of next meeting.**

Neighbourhood Plan Contact details: For information on the Neighbourhood Plan please contact Howard Mountain (Secretary) on kmlldpc@btinternet.com Tel. 01765 689390. Agendas, Minutes and other information available under the Parish Council pages of Kirkby Malzeard Area community website:

www.kirkbymalzeardarea.org.uk

Parish Council Contact details: Clerk - Victoria Preston, 17 Cypress Gardens, Ripon HG4 2LT. Tel: 07725 801675. Email: clerk.kmlldpc@outlook.com Facebook: @kmlldpc

Dated 13.05.2021