

STEERING GROUP MEETING – NEIGHBOURHOOD DEVELOPMENT PLAN TORPOINT

NOTICE is hereby given that a meeting of the Steering Group for the Torpoint Neighbourhood Plan will be held on Monday 8th June 2015 at 7.00 p.m. in the Committee Room, 4 York Road, Torpoint. The meeting will be finished by 9.00pm

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to matters on the Agenda.**
- 3. Matters arising from the minutes of the previous meeting (11th May 2015).**
- 4. Chair's Report.**
- 5. Terms of Reference**
- 6. Report from sub groups:**
 - a) Project Plan** – Led by Ron White
 - b) Communications** – Led by Jon Sands
 - c) Data Entry** – Led by the Chair.
- 7. Update on agency selection and appointment** – Led by Gary Davis.
- 8. Financial Update** – Led by the ATC.
- 9. AOB.**
- 10. Date of next meeting.**
TBC, Committee Room, Council Chambers.

Open forum

Milly Southworth Assistant Town Clerk

Wednesday 3rd June 2015