

STRETTON GRANDISON, CANON FROME, CASTLE FROME & EGGLETON PARISHES NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

**A Meeting of the Steering Group
will be held on Monday 6th February 2017
at The Stables, Canon Frome, HR8 2TG at 7.30p.m.**

**ALL RESIDENTS OF THE PARISHES ARE WELCOME TO
ATTEND**

AGENDA

1. Welcome
2. To Receive any Apologies
3. To Approve the Minutes of meeting held on 24th January 2017
4. All members of Steering Group to sign up to agreed Terms of Reference
5. To Approve final draft of Issues and Options Document
6. To Approve final draft of Questionnaire
7. To agree timetable for:-
 - a) Questionnaire printed and available for distribution
 - b) Time period for distribution
 - c) Volunteers for distribution
 - d) Dates for the Open Days
 - e) Time period for collection of the Questionnaires
 - f) Time period for analysis of results.
 - g) Timeframe to complete Plan
8. Budget, Funding and Website update
9. Allocation of Tasks or Actions (to take place before the next meeting)
10. To Confirm Date for Next Meeting

Signed: *R Manning*

(Chairman of the NDP Steering Group)

Dated: 1st February 2017