



Swaffham Neighbourhood Plan

STEERING GROUP workshop meeting

Tuesday, 24th April 2017

10am @ Swaffham Town Council

AGENDA

Tea and coffee on arrival.

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| 10am | 1 | Minutes of the last meeting and declaration of interest.
Aims of today's meeting. |
| 10.10am | 2 | Funding update from Richard. |
| 10.15pm | 3 | Where we are in the Neighbourhood Plan process?
Feedback from April consultation sessions (so far) and discussion. |
| 11.45am | 4 | Timetable from here <ul style="list-style-type: none">• 30th April: close online consultation• May: Rachel and Andrea to draft policies and begin drafting the Plan.• 29th May: Steering group meeting to consider list of draft policies.• w/c 4th June: meeting with Breckland Council to consider draft policies.• w/c 11th June: extra steering group meeting to consider amended wording to policies, giving Rachel and Andrea the mandate to write the Plan.• 26^h June: Steering group meeting to consider draft Plan.• Early July: Emma Harrison to draft Sustainability Appraisal.• 11th July: Town Council to sign off Pre-submission draft Plan.• Mid July: commence Reg 14 Pre-submission consultation (6 weeks).• September: amendments to the Plan.• October: submission. |
| 12.10pm | 5 | What next? <ul style="list-style-type: none">• Anyone else we need to talk to? Further stakeholder engagement.• Starting to draft the Neighbourhood Plan<ul style="list-style-type: none">○ What format do you want?○ What is the purpose of a policy? And how do we write them?○ Next steps |
| 12.30pm | 6 | Next meeting: 29 th May, to consider a list of draft policies. |