

12 October 2018

NOTICE OF MEETING

Meeting of the Neighbourhood Plan Committee

Date: Wednesday 17 October 2018 at 7.15 pm

Venue: The Committee Room of the Botley Centre, High Street, Botley

All Members of the Neighbourhood Plan Committee are summoned to attend.

Councillors: R Clark, Mrs S Grinham, R Hann, G Hunter (ex officio), J Jones, C Mercer (ex-officio), Ms A Myerscough, A Trace, D Weeden, S Wildin

A short period of time will be available during the meeting for members of the public observing the meeting to briefly express a view or ask questions on relevant matters on the following agenda. The public are invited to stay and observe the remainder of the public session.

Business to be transacted

1. **To appoint a Committee Chairman**
2. **To accept apologies for absence**
3. **Declarations of Interest on items on the Agenda**
4. **To appoint a Committee Vice Chairman**
5. **To agree a procedure for contacting and inviting non-councillors to join the Committee.**
(NB the appointment of non-councillor members to council committees must be done at a meeting of the full council.)
6. **To agree a list of actions to get the project underway -** including, but not limited to, training for all committee members.
7. **Advertising -** To agree a procedure to advertise the re-starting of the preparation of the Botley Neighbourhood Plan both within the community and the wider area.
8. **Existing documentation -** to discuss updating the documents prepared by Tony Charles of Portchester Planning
9. **Correspondence -** no items of correspondence received.
10. **Date of next meeting:** To be arranged

Agenda issued by Mrs Janet Morgan, Parish Clerk

- Botley Parish Council Standing Orders apply.
- The Openness of Local Government Bodies Regulations 2014 apply.
- Recommendations are to be debated but will not necessarily be agreed.

Note: Committee meetings finish at 10 pm unfinished business will be adjourned to another meeting