

Steypning Parish Council

Telephone: 01903 812042



The Steyning Centre, Fletcher's Croft, Steyning, West Sussex, BN44 3XZ

www.steyningpc.gov.uk www.thesteyningcentre.co.uk

**TO ALL STEYNING NEIGHBOURHOOD PLAN PROPOSED STEERING GROUP MEMBERS
YOU ARE HEREBY SUMMONED TO A MEETING TO BE HELD ON
TUESDAY 30th JANUARY 2018 AT 7.30 PM IN THE STEYNING CENTRE**

**MEMBERS OF THE PUBLIC ARE
WELCOME TO ATTEND**

AGENDA

1. Apologies for absence
2. Introduction of all proposed Steering Group members
 - All members to introduce themselves to the group
 - Issue of Register of Interests Forms and contact details forms- agree return dates
3. Next Steps – agree date for a workshop to define the project, to include goals and objectives, scope, timescales, risks, roles etc. Draft project definition proposal document to be issued prior to workshop. Funding bodies.
4. Items on reference/pre-reading document list and how to access them on Yammer (<https://www.yammer.com/horshamdistrictneighbourhoodplanningforum>)
5. Designation of Area with HDC
6. Date, time and place of first formal Steering Group meeting and consideration of inviting external contributor(s) to be confirmed

LIZ TRUNDLE
Councillor Representative



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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