



Dawlish Neighbourhood Plan Steering Group

Agenda

28 January 2015

Dear Member

You are hereby invited to attend a Meeting of the Dawlish Neighbourhood Plan Steering Group to be held at the Manor House, Dawlish on Thursday, 5 February 2015 at 7.00 p.m.

Yours sincerely

Andrew McKenzie
Secretary

Cllr J Petherick (Interim Chairman)

Cllr Mrs P Bloomfield

Cllr H Clemens

Cllr Mrs M Lowther

Cllr Mrs R Prowse

Cllr Ms M Swift

Mrs C Ballard

Dr C Marsh

Mr C Swanwick

Ms F Tullis

Mr M Wrigley

Co-opted Member Mr J Simon

1. **Declarations of Interest** – Members are reminded that they should declare any interest in the items to be considered.
2. **Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting.
3. **The Freedom of Information Act 2000** deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.
4. **The Data Protection Act 1998** precludes this Authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available but individuals are protected.
6. **Mobile telephones** please ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.
7. **Public Participation:**
Members of the public will be given an opportunity to address Members of the Steering Group present at this meeting regarding agenda items, at the discretion of the Chairman. Members of the public will also be given an opportunity to discuss Town Council activities not on the current agenda after the close of the meeting. The comments of members of the public and electors of the parish who speak before the start of the meeting or following the close of the meeting will not form part of the Minutes of the meeting.

AGENDA

PART I (Open to the Public and Press)

1. **Apologies for absence**
2. **Minutes** – to consider the minutes of the meeting held on the 14 January 2015 (previously circulated)
3. **Declarations of Interest**
4. **Matters of Urgency**
5. **Project Plan & Timetable** – to note the current stage of the project timetable (attached).
6. **Area Designation Application** – to advise and updates Members as to the progress of the Area Designation Application order.
7. **Tasks & Task Leaders** – to consider the deferred item from the meeting held on 14 January to determine who will undertake what aspect of work related to the current stage of the Steering Group.
8. **Evidence Base** – to consider:
 - **Strategic Context (to follow when available);**
 - **Local Context** of the Neighbourhood Plan.
9. **Statutory Consultees – Paul Weston to provide update.**
10. **Steering Group Launch and Official Media Releases** – to consider what media releases should be issued in view of the Area Designation Application being progressed.
11. **West Exe Cluster Meeting** – Councillor Bloomfield to provide verbal update following attendance at the West Exe Cluster Meeting.
12. **Date of next meeting**

7.00 p.m. on Tuesday, 3 March 2015 at The Manor House, Dawlish