



Dawlish Neighbourhood Plan Steering Group

Agenda

2 May 2016

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 Tuesday, 10 May 2016 at 7.00 p.m.

Yours sincerely

Andrew McKenzie
Secretary

Cllr R Prowse (Chairman)
Cllr P Bloomfield
Cllr H Clemens
Cllr A Fenne
Cllr G Taylor
Cllr M Wrigley

Mrs C Ballard
Mr C Jeffery
Mrs M Lowther
Mr C Swanwick (Vice Chairman)
Ms F Tullis

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 approve the minutes of the meeting held on the 5 April 2016 as an accurate record of the meeting
3. **Declarations of Interest**
4. **Matters of Urgency**
5. **Project Plan & Timetable** – to note the current stage of the project timetable
6. **Working Group Updates** - to receive verbal updates (where applicable) from the Working Group Leads and others on work undertaken to date.
7. **Date of next meeting**

7.00 p.m. on Tuesday, 7 June 2016 at The Manor House, Dawlish