

DUNCHURCH PARISH COUNCIL

Dunchurch Community Library, School Street, Dunchurch, CV22 6PA
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To All Members of the Dunchurch Neighbourhood Plan (NP) Advisory Committee - 31st December 2019

You are hereby summoned to attend a Dunchurch Neighbourhood Plan (NP) Advisory Committee meeting at Dunchurch Community Library, School Street, Dunchurch, on Monday 6th January 2020 at 11.00am, for the purpose of transacting the following business:



Cllr. Marie Thompson – Chair Dunchurch Parish Council

AGENDA.

1. **Introductions**
2. **Apologies.** To receive apologies. To approve reasons for absence.
3. **Declarations of Interests** in items on the agenda, both the existence and nature.
4. **Agree a Chair of the NP Advisory Committee**
5. **Sign Code of Conduct for new members**
6. **Formal approval of NP Questionnaire**
7. **Formal approval of printing, circulation and distribution of NP Questionnaire**
8. **Volunteer distribution team**
9. **Date to complete statistical analysis of Questionnaire**
10. **Short term programme going forward - key events and milestones to include:**
 1. Adoption of Questionnaire
 2. Circulation of Questionnaire
 3. Results from Questionnaire
 4. Recruitment and approval of NP Committee
 5. Election of Chairperson
 6. Agree a date for a formal planning meeting with Neil Pearson, approved NP Consultant
 7. From this meeting above (6) agree the short to medium term key events and milestones under a staged approach that will deliver an effective NP in the shortest possible timescale.

To include the following stages:

- Stage 1 Preliminaries, Publicity and Consultation (part complete)
- Stage 2, Plan Preparation
- Stage 3, Pre Submission Version
- Stage 4, Submission Version
- Stage 5, Examination