



Chelveston-cum-Caldecott Parish Council Northamptonshire Neighbourhood Development Plan Working Party



Notice of a Public Working Party Meeting

Meeting: NDP-M004

A **Public Meeting** of the NDP Working Party will be held at **7:30 pm** on **Monday 7th October 2013** in the Chelveston Village Hall. All Working Party members are hereby requested to attend. This meeting will last no more than 1½ hours and will end by 9:00 pm. Residents, their representatives, members of the public and press are invited to attend and may inspect any papers for the meeting on the internet at <http://ndp.chelveston.org.uk/meetings>. A record of all attendees will be kept and published (with personal contact details redacted).

Agenda

- 1 Open Forum (Max 15 minutes)** – At the beginning of each formal meeting, members of the public may address the meeting without prior notice for a maximum of 3 minutes each covering items either on the agenda or requesting that other items be considered at a subsequent meetings;
- 2 Welcome and introduction** – The Chairman;
- 3 Apologies received;**
- 4 Declarations of interest** – Pursuant to section 6.2 of the Terms of Reference;
- 5 Approval of the Minutes** – The Chairman
- 6 Receipt of reports from round table and other meetings;**
 - 6.1. Actions from Round Table Meeting 3 held on 19 September 2013
 - 6.2. Appointment of temporary Chair & Clerk for the next Round Table Meeting
- 7 Community Engagement Strategy** - approval ([\(NDP-0118\)](#))
- 8 Call for aspirational sites** – update ([\(NDP-0078\)](#))
- 9 Timeline and summary** – update ([\(NDP-TASKS\)](#))
- 10 Outline NDP**
 - 10.1. Outline NDP template – discussion ([\(NDP-0120\)](#))
 - 10.2. Action Plan – discussion on next steps ([\(NDP-TASKS\)](#))
 - 10.3. Third Party expertise requirements
- 11 Budget and Expenditure** – report from the Clerk
- 12 Dates of next meetings**

Issued on 30th September 2013

Andrew Seaman
Chairman of the NDP Working Party
chair@ndp.chelveston.org.uk