



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



Notice of a Round Table Working Party Meeting

Meeting: NDP-W001

A **Round Table Meeting** of the NDP Working Party will be held at **7:30 pm** on **Thursday 11th July 2013** in the Chelveston Village Hall. This meeting will last no more than 1½ hours and will end by 9:00 pm.

- Residents, local businesses and their accredited representatives may join the round table and participate fully in discussions.
- Members of the public from outside the Parish and press **may not** attend unless specifically invited to contribute.
- Any working papers for the meeting may be inspected 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).
- Minutes or a file note of the meeting will be published.

Agenda

1. **Purpose of the meeting** – The Chairman
2. **Welcome and introductions** – The Chairman;
3. **Apologies received;**
4. **Declarations of interest** – Pursuant to section 6.2 of the Terms of Reference;
5. **Establishing the NDP Boundary;**
6. **Reference Material and Evidence Gathering Requirements;**
7. **Residents' Communication Plan;**
8. **Future Meetings Dates, Topics and Milestones;**
9. **Summary of Actions;**
10. **Meeting close.**

Issued on 8th July 2013

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