



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



Notice of a Round Table Working Party Meeting

Meeting: NDP-W002

A **Round Table Meeting** of the NDP Working Party will be held at **7:30 pm** on **Thursday 22th August 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. **Approval of the Minutes**;
6. **Review of Actions from the meeting held on the 11 July 2013**;
7. **Residents' Communication Plan**;
8. **Summary of Actions**;
9. **Meeting close**.

Issued on 13th August 2013

Andrew Seaman
Chairman of the NDP Working Party
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