

**Orleton and Richards Castle**  
**Neighbourhood Development Plan Steering Group**

**AGENDA**

Meeting to be held at Orleton Village Hall  
7:30pm Monday 16 June 2014

**6b/14/1:a) To record the attendance at the meeting**

**a)** John Alderman (JA), David English (DE), Richard Hewitt, (Treasurer, RH), , Donald Pickard (Secretary, minuting, DP), Mike Saunders (MS), David Small (Chair, DS), Jim Watt (JW) Pauline Betteridge (PB)

**b) To note any apologies for absence: Elizabeth Moran**

**6b/14/2: To note any declarations of interest by members**

**6b/14/3: To add other items to this draft agenda**

**6b/14/4: To receive the notes of the meeting of 12 May 2014**

**6b/14/5: To note matters arising from the Notes not covered by today's agenda**

**6b/14/6: To take note of any correspondence: Neighbourhood Planning Newsletter 8**

**6b/14/7: to receive reports**

**1. Budget (RH)**

**2. Website (JW/EM/MS)**

**3 Visit to Kingsland Neighbourhood Planning event:**

**Observations and lessons to be applied**

**6b/14/8.Action planning: drop-in events**

**1. Publicity: 'selling the events'**

**2. Detailed planning:**

**1. Logistics of drop-in events (materials, refreshments, etc)**

**2. Vision statements**

**3. Programme for drop-in events**

**4. Staffing drop-in events**

**6b/14/9 To make preliminary-preparations for the questionnaire**

**6b/14/10. To determine any other business ( as noted in 2 above)**

**6b/14/11 To set the dates of the next meetings**

**June 30 RCVH**

**July ?? - OVH ??**