

**HURST GREEN NEIGHBOURHOOD PLAN
STEERING GROUP**

MEETING #1 - AGENDA

Tuesday 17th July 2018 at 7.30pm

All meetings are held in public, who are warmly encouraged to attend.

1. Welcome and roundtable member introductions
2. Adoption of draft Terms of Reference - to discuss any changes needed to, and if in order to formally adopt the draft terms of reference.
3. Task group reports - short reports from each task group Chairperson(s), including key achievements or items of note for the Steering Group; overview of planned next steps; blockers and proposed actions to resolve, to include a discussion if needed
 - 3.1. Education & Training task group
 - 3.2. Leisure task group
 - 3.3. Business, Economy and Tourism task group
 - 3.4. Housing task group
4. Housing task group
 - 4.1. Discussion and actions for its further establishment
 - 4.2. Discussion and actions for an approach to Rother's DSA
[HGNP - Letter from Rother DC - 18th May 2018](#)
 - 4.3. Call for sites process: overview, and consideration of time period and further communications
http://www.hurstgreen-pc.org.uk/neighbourhood_plan_call_for_sites.asp
5. Discussion and actions for the establishment of the Infrastructure task group
6. Discussion and actions for a Communications task group - appointment of a communications lead and members to enable further public engagement and communication
7. Appointment of a Treasurer
8. Appointment of other needed roles (Secretary, Chairperson etc.)
9. Neighbourhood Plan website
10. Discussion about the use of the Register of Interests process
11. Introduction to consultants proposals and to agree an approach for appointment
12. Date of next meeting