

## **Harberton Parish Neighbourhood Plan (HNP)**

### **Meeting of the Steering Group**

7.00pm Monday 16<sup>th</sup> October 2023 at Harbertonford Village Hall Meeting Room

#### **Public Session**

#### **Agenda**

- 1. Apologies**
- 2. Elect new members to the committee** (if any)
- 3. Declaration of Interests**
  - 3.1. Register of Interests: Steering group members are reminded of the need to update their register of interests if they have changed.
  - 3.2. To declare any interests (nature and scope) on items on the agenda
- 4. Approve Minutes** of the last two meetings
- 5. Update on actions**
- 6. Update on AECOM Technical Support packages**
  - 6.1. Site Options Assessment *Receipt of final draft and summary changes document from AECOM*
  - 6.2. Design Code *Update on progress of final draft*
  - 6.3. Strategic Environmental Assessment *progress in establishing a meeting with AECOM*
- 7. Update on progress of redrafts of the Neighbourhood Plan**
- 8. Discussion on proposal for undertaking review of Plan Chapters** *The idea of 'panels' to review and develop each chapter and clarify the process for finalising the draft.*
- 9. Consultation plans**
- 10. Finance/Budget matters**
  - 10.1. Agree process for authorising payments
  - 10.2. Signing off reimbursements
- 11. Any other business**
- 12. Summary of actions before next meeting**
- 13. Date of next meeting**