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| **NOTICE OF MEETING** | | | |
| You are requested to attend a meeting of the **Neighbourhood Development Plan Steering** **Group** to be held in the village hall meeting room on: | | | |
| **Date:** | **Tuesday 21st February 2017** | **Time:** | **8.00pm** |
| **Place:** | **Burghfield Parish Hall meeting room** | | |

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| **1.** | **Attendance** |
| **2.** | **Apologies for Absence** |
| **3.** | **Minutes of the last Meeting**   1. To approve the Minutes of the last meeting of the Neighbourhood Steering Group held on 7th February 2017 2. Matters arising from them |
| **4.** | **Planning Work & Resources**   1. **Progress on the current work**:- 2. Grant Applications 3. **Plan the next work**:- 4. CSA Public Meeting Tuesday 4th April 5. Venue booking confirmation – done? cost? 6. Publicity – Parish Newsletter, website, poster etc. 7. Agenda confirmation & timetable 8. Who does what; equipment etc. 9. May Fayre stand |
| **6.** | **Date of Next Meeting** |