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| **NOTICE OF MEETING** | | | |
| You are requested to attend a meeting of the **Neighbourhood Development Plan Steering** **Committee** to be held via Zoom on: | | | |
| **Date:** | **Wednesday 4th March 2021** | **Time:** | **8:00pm** |
| **Place:** | **Join Zoom Meeting:**  <https://us02web.zoom.us/j/88694142418?pwd=R3NJNmVvQ1VXT0FmZVVibHhrNVl0dz09>  Meeting ID: 886 9414 2418  Passcode: 048754 | | |

1. Public Open Forum/Participation
2. To receive members apologies for absence.
3. Minutes of the last Meeting
   1. To approve the Minutes of the last meeting of the Steering Committee held on

14th December 2020

* 1. Matters arising that are not on this Agenda  
     To include:   
     Review of actions

1. Report from the Chairman
2. Report from the BPC representatives (RL/IM)  
   Including: feedback from the Infrastructure Committee meeting 18th Jan 2021
3. Event Diary update
4. Communications update
5. Methodology Statement update
6. Project Plan update

Including: Plan of activities to achieve submission to WB Planning by August 2021

1. Finance
2. Matters for future discussion
3. Date of next meeting.