



# ***The Steyning, Wiston, Ashurst and Bramber (SWAB)***

## ***Neighbourhood Plan***

### ***Steering Group Meeting***

***Wednesday 9<sup>th</sup> December 2015 at 7.00pm***

***To be held at The Steyning Centre, Fletcher's Croft, Steyning***

## **A G E N D A**

1. Apologies for absence
2. To agree the Minutes of the meeting of 29<sup>th</sup> October 2015
3. Matters arising and action points from the Minutes of 29<sup>th</sup> October 2015
4. To agree the Minutes of the meetings of 16<sup>th</sup> November 2015
5. Matters arising and action points from the Minutes of 16<sup>th</sup> November 2015
6. Time line and milestones
7. Public consultation 'drop-in' events – 16<sup>th</sup> and 23<sup>rd</sup> January 2016
  - i. Assign all preparatory tasks
  - ii. Displays – Pictures, maps and text; agree specifics
  - iii. Advertising – Banners, publications, Parish Councils, Business Chamber etc
  - iv. Format and organisation of the events & identify any equipment needed
  - v. Discuss & agree format & timing of residents' consultation feedback
  - vi. SG members attendance at the event
8. Update on potential housing sites & SWAB housing target
  - i. Responses to our information request from landowners; non-responders
  - ii. Continue site selection process & agree our site recommendations for "drop-in" event
  - iii. Challenge of providing affordable homes; rural exception sites etc.
9. Discuss & agree Environment FG proposals for designated green spaces
10. Discuss & agree Community FG contributions and views
11. Finances, budgeting and grants
12. Any other business
  - i. Steyning Showcase event – Saturday 6<sup>th</sup> February 2016
  - ii. December newsletter – delivery and circulation
  - iii. Future employment aspects of SWAB NP: assign to FG
13. Date and time of next meeting (before 16<sup>th</sup> Jan)