Harberton Parish Neighbourhood Plan (HNP)
Meeting of the Steering Group
7.00pm Monday 17th June 2024 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 meeting on 20th May 2024*

5.   **Update on actions***

6.   **Housing Consultation**
6.1.   Publicity and promotion of consultation *Update on steps taken and actions still necessary*
6.2.   Exhibition
   6.2.1.   Review information panel content* *to feedback to AECOM on any amendments before print deadline*
   6.2.2.   Exhibition installation *update on steps taken and actions still necessary to mount exhibition*
   6.2.3.   Online exhibition *Update on steps taken and actions still necessary to publish online exhibition*
6.3.   Consultation event plan* *feedback on draft event plan for live and online consultation events, discuss committee roles to support event delivery*
6.4.   Consultation questionnaire* *feedback on draft consultation questionnaire, actions required for publication - i.e. questionnaire availability, deadlines for submission etc.*

7.   **Neighbourhood Plan Draft**
7.1.   Drafting update *Report on 'where we are now' re feedback received to date and updates to narrative made as a result*
7.2.   Review of current draft* *Consider adoption and publication as part of consultation process*
7.3.   Next steps for current draft *Review actions and timetable for completion of Reg 14 draft. Includes next chapter drafts for PC review.*

8.   **Devon Wildlife Trust Advice*** *Consider proposal to seek informal advice in order to feed into community consultation events*

9.   **Finance** *Authorise any payments/expenses submitted*

10.   **Any other business**

11.   **Summary of actions before next meeting**

12.   **Date of next meeting**