

**Orleton and Richards Castle**  
**Neighbourhood Development Plan Steering Group**

**AGENDA**

Meeting to be held at Richards Castle Village Hall  
7:30pm Thursday 4 December 2014

**12/14/1:a)** To record the attendance at the meeting

**b)** To note any apologies for absence:

**c)** To note the addition to the group of Colin Mitchell (Orleton Parish Council)

**d)** In attendance:

**12/14/2:**To note any declarations of interest by members

**12/14/3:**To receive the minutes of the meetings of 15 October 2014 (114015 notes.doc) and 17 November 2014 (141117 notes.doc)

**12/14/4:a)** To receive a report from the questionnaire working group

**b)** to approve the final form of the questionnaire

**c)** to agree arrangements for reproducing the questionnaire

**12/14/5.** To agree proposals for the timing, distribution and collection of the questionnaire

**12/14/6:**To note matters arising from the Notes, including

1. Budget including information on alternative funding streams

2. Website

**12/14/7:**To take note of any correspondence

**11/14/8** To determine any other business

**11/14/9** To set the dates of the next meetings

a) Working groups

b) Steering group