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| **LISKEARD NEIGHBOURHOOD PLAN TEAM****Meeting No......12** |
| **AGENDA** |
| **MEETING DATE:****24/2/2015** | **MEETING TIME:****9.30 AM** |  **MEETING VENUE: COUNCIL CHAMBER,** Public Hall, Liskeard |
| **NO.** | **ITEM.** | **Lead** |
|  | **Welcome and Introductions** | Chair |
|  | Declarations of Interest | Chair |
|  | Notes of Last Meeting and Matters Arising  | Chair |
|  | Budget – Report on Use of Locality Grant | PM |
|  | Working Groups 1. Process Issues* Vocabulary
* Policy or Project?
* Workflow management
* Working groups liaison
* Timescale for reports
* Depth of background information
* Strategy, objective and policy writing guidance
* Stakeholder involvement
* Materials
* WG report structure and outputs
* Developer involvement – letter format
* Use of WG budget
* Maps and mapping
* Note the attached paper is relevant to this discussion.
 | Chair, PM, All |
|  | Working Groups 2. Progress Reports | WG Chairs |
|  | Working Group Plenary Aims and Objectives Session Planning | Chair |
|  | Update from Cornwall Councillors on latest CC position re Cornwall Local Plan, Property rationalization etc.  | Cornwall Councillors |
|  | Project Plan Review | PM |
|  | AOB and Notes of actions agreed | Chair |
|  | Recommendations to Town Council (if any) | Chair |