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| **LISKEARD NEIGHBOURHOOD PLAN TEAM****Meeting No......2** |
| **AGENDA** |
| **MEETING DATE:** | 27th January 2014 @ 9.30 |  **MEETING VENUE:** | Public Hall |
| **NO.** | **ITEM.** |  |
| 1. | Appointment of note taker for the meeting. |  |
| 2. | Brief review of decisions and progress up to this date. | Mayor |
| 3.  | Terms of Reference - to note ToR as agreed by Liskeard TC. | Mayor |
| 4. | Selection of Chairperson | Mayor |
| 5. | Selection of Vice-Chairperson | Chair |
| 6. | Role of Project Manager | Chair/PM |
| 7. | Recruitment of community NPT members | Chair |
| 8. | Budget Position | PM |
| 9. | Reports from Working Parties1. Community engagement proposals
2. Project Plan
 | Working Party leads |
| 10. | Scope of Neighbourhood Plan & Proposed CC Site Allocation Development Plan Document | PM |
| 11. | AOB | All |
| 12. | Notes of actions agreed | Chair |
| 13. | Forward programme of meeting dates.  | PM |
| 14. | Recommendations to Town Council | Chair |