



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
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Dear Sir/Madam,

MEETING OF THE NEIGHBOURHOOD PLAN COMMITTEE

I hereby give you Notice that a Meeting of the Neighbourhood Plan Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **TUESDAY 5th FEBRUARY 2013.**

All Members of the Neighbourhood Plan Committee are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder. An opportunity will be afforded to **Members of the Public** to put **Questions** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to written questions. Questions should be restricted to the functions of this Committee.)

Refreshments will be available and any donations to the Mayor's Charity will be gratefully received.

DATED this 28th JANUARY 2013

CLERK TO THE COUNCIL

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Neighbourhood Plan Committee Meeting held on 27th November 2012
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. Neighbourhood Plan Steering Group - Consideration of the Resolutions, Recommendations and Reports in the Notes (to follow) of the Neighbourhood Plan Steering Group meeting held on 22nd January 2013, including:-
 - To note work undertaken to date by the Focus Groups
 - To consider arrangements, estimate of expenditure and programme for the Neighbourhood Community Planning Workshop beginning on the 26th February 2013
7. Ratification of expenditure of £30 for the venue hire for Steering Group meeting 22nd January 2013
8. To note items referred to the Neighbourhood Plan Committee for consideration and possible inclusion in the Neighbourhood Plan (to follow)
9. To note the additional budget of £20,000 allocated for 2013/14, to assist with the production of the Neighbourhood Plan
10. Items for future consideration
11. Items for inclusion on JWAAC Agenda

12. To approve cancellation of meeting scheduled 25th February 2013 and note date of next meeting - 15th April 2013
13. Correspondence

**THERE IS A LIFT AVAILABLE AT THE TOWN HALL FOR ACCESS TO THE
COUNCIL CHAMBER IF REQUIRED**