



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 **4.00pm** on **THURSDAY 18th DECEMBER 2014.**

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 10th DECEMBER 2014

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 3rd November 2014
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 of the Neighbourhood Plan Steering Group meetings held on 4th November, 14th November and the 28th November 2014
7. Ratification of expenditure of £250.00 +VAT to Johnston Publishing for ½ page advert in the Bognor Observer and £230.00 to Top Level Designs for A5 flyers and copies of the Neighbourhood Plan, both for promotion of Regulation 14 Six Week Consultation of Draft Neighbourhood Plan.
8. To note recommendation from the Steering Group not to have a pre-submission health check by an independent examiner
9. To note that the application for further support from Locality has been approved
10. To consider offer of free help from Angela Koch (Imagine Places) of assistance with producing the final draft of the Neighbourhood Plan before submission to Arun District Council
11. Review of Budget and estimated future costs

12. Items for future consideration
13. To note date of next meeting – Monday 2nd February 2015
14. Correspondence

THERE IS A LIFT AVAILABLE AT THE TOWN HALL