



# **BOGNOR REGIS TOWN COUNCIL**

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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 **THURSDAY 26<sup>th</sup> JANUARY 2012**

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 16<sup>th</sup> JANUARY 2012**

**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 19<sup>th</sup> December 2011
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. Consideration and approval of draft time scale - attached
7. Consideration and approval of logo/emblem - report attached
8. To consider Headings for inclusion in the Neighbourhood Plan - suggestions attached
9. To consider ways of encouraging Community Engagement and Participation
10. Items for future consideration
11. Items for inclusion on JWAAC Agenda
12. Date of next meeting
13. Correspondence

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