



Melksham Neighbourhood Plan

Steering Group Meeting
Crown Chambers, 1st Floor, 7 Market
Place, Melksham, Wiltshire SN12 6ES

Date: **Wednesday 28th February 2018**

Start: **6pm**

AGENDA

1. **Welcome & apologies**
2. **Declaration of Interests**
3. **Public Participation**
4. **Minutes of the last meeting**
 - 4.1 [Agree minutes of 31st January 2018](#)
5. **Matters Arising**
6. **Finance Report**
 - 6.1 **Payments for Approval**
 - 6.11 To consider the January 2018 invoice from MCAP
Link: [Invoice 18/P/001](#) sum £304.50
 - 6.12 To consider the latest invoice from Lemon Gazelle
Link: to follow
 - 6.2 **Current Budget – amount spent to date**
7. **To note recent press release** link: [February press release](#)
8. **To consider update on Progress to date by Lemon Gazelle** link: [Progress Update](#)
9. **To review and comment on “Issues to Options” report produced by Lemon Gazelle** link: [issues to options report](#)

10. **To consider recruiting additional Steering Group members**
11. **To receive update on Local Green Spaces working and consider Next Steps**
12. **To consider applying for future funding**
13. **To note correspondence**
 - i. Canal & River Trust and Neighbourhood Plans
 - ii. Results of Calne Neighbourhood Plan Referendum
 - iii. Dementia Friendly town planning
14. **Any Other Business**
15. **Date of Next Meeting of Steering Group: Weds 28th March 2018**