



# Westbury Town Council

The Laverton, Bratton Road, Westbury

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Dear all,

Councillors are summoned, and members of the public invited to attend a Meeting of **NEIGHBOURHOOD PLAN STEERING GROUP** to be held at **10.30am** on **THURSDAY, 13<sup>th</sup> DECEMBER 2018** at The Laverton, Bratton Road, Westbury BA13 3EN.

All council meetings are open to the public and press. Members of the public are invited to address the Council at this meeting at 10.30am (registration 10.20am – 10.30am).

Yours faithfully

**Mr Phil McMullen, Neighbourhood Plan Project Coordinator**  
**4<sup>th</sup> December 2018**

**PUBLIC FORUM:** *commencing 10.30am following presentation* (not to exceed 30 minutes). Members of the public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Any individual representation is limited to no more than 5 minutes. The Chairman will call the representation from those who registered to speak; written representations can also be submitted to the Town Clerk in advance of the meeting. A summary record of any public participation session shall be included in the Minutes.

Recording and using social media is permitted at Council meetings which are open to the public however, anyone wishing to do so must speak to the Town Clerk prior to the meeting as there are rules which must be followed.

## A G E N D A

- 1. APOLOGIES FOR ABSENCE.** To receive apologies for absence and consider the reason for absence.
- 2. DECLARATION OF INTEREST and DISPENSATIONS.** Members must be diligent regarding their interests.
- 3. MINUTES**

[Link to previous minutes](#)

To approve as a correct record, the Minutes of the Neighbourhood Plan Group Meeting held on the 15<sup>th</sup> November 2018. Copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 33(d) may be taken as read.

Note: No new decisions can be taken

Members' matters arising from these previous minutes

**4. RECOMMENDATION received from Neighbourhood Plan Project Administrator**

Questions for Julie O'Rourke from Tetlow King

**5. RECOMMENDATION received from Neighbourhood Plan Project Administrator**

Budget update

**6. RECOMMENDATION received from Neighbourhood Plan Project Administrator**

Update from the theme groups:

**6.1** Design, Development and Housing

**6.2** Employment, Economy, Education and the Arts

**6.3** Environment

**6.4** Health, Leisure and Wellbeing

**6.5** Heritage

**6.6** Transport

**7. RECOMMENDATION received from Neighbourhood Plan Project Administrator**

Dates of 2019 Meetings

No January meeting

14<sup>th</sup> February 2019

14<sup>th</sup> March 2019

11<sup>th</sup> April 2019

9<sup>th</sup> May 2019

13<sup>th</sup> June 2019

11<sup>th</sup> July 2019

No August meeting

12<sup>th</sup> September 2019

31<sup>st</sup> October 2019

28<sup>th</sup> November 2019

19<sup>th</sup> December 2019

**8. CHAIRMAN'S COMMUNICATIONS**