

**SWANAGE TOWN COUNCIL**

Dr M.K. Ayres  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

20<sup>th</sup> October 2023

Dear Councillor

Swanage Neighbourhood Plan Steering Group

A meeting of the above Sub-Committee will be held at the **TOWN HALL, HIGH STREET, SWANAGE** on **WEDNESDAY, 25<sup>th</sup> OCTOBER 2023** at **6.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

*Dr M.K. Ayres*

Town Clerk.

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**PLEASE NOTE:**      **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 6.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

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To the Town Mayor, Deputy Mayor and Councillors Bonfield, Harris, Rogers and Whitwam, and all members of the Neighbourhood Plan Steering Group

**A G E N D A**

1. Election of Chair 2023/24
2. Election of Vice Chair 2023/24
3. Membership – to confirm membership of the Swanage Neighbourhood Plan Steering Group and its Task Teams
4. Apologies
5. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct)
6. To approve as a correct record Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group held on 17<sup>th</sup> April 2023 (Copy enclosed)

7. Matters arising from Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group held on 17<sup>th</sup> April 2023
8. To review ONeill Homer Planning Consultants' Policy Review Report, Scenario Session Action Plan, and Project Plan, and agree next steps  
(Copies enclosed, updated Project Plan to follow)
9. Task Teams
  - a) Environment Task Team – update following meeting held on 18<sup>th</sup> October 2023
  - b) Development Task Team – update following meeting held on 23<sup>rd</sup> October 2023  
(Copy of Task Teams' briefs enclosed for information)
10. Items of information and matters for forthcoming agendas
11. Date of next meeting – date and time to be agreed

For further information please visit:

[How to create a Neighbourhood Plan: Your step by step roadmap guide - Locality Neighbourhood Planning](#)

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