

# Thornbury Neighbourhood Plan Steering Group

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**Tuesday 25 July 2017, 7pm at Thornbury Town Hall**

## **AGENDA**

1. Welcome and introductions
2. To approve the minutes of the meeting of the 27 June 2017 and to receive an update on any matters arising not covered elsewhere on the agenda (attached)
3. To consider the draft project plan and project management support
4. To consider establishing further working groups and their scope
5. To receive an update from the Communications and Engagement Working Group
  - a. Approve website designer (Brief attached, quotations will be tabled)
  - b. Approve brief for neighbourhood plan branding and logo (to follow)
  - c. Update on engagement events undertaken to date
  - d. Update on social media and press activity
6. To receive an update from the Town Centre Working Group
7. To consider the brief for providing professional planning advice and support for the project (to follow)
8. To receive an update from the meeting with South Gloucestershire Council on the development of an information base for the community infrastructure audit
9. To receive feedback from the training event on Neighbourhood Plans attended by the Chair and consider whether a local training event for volunteers involved in the project can be arranged.
10. To review and receive any updates on the project's action and risk logs