

14<sup>th</sup> November 2012

Dear Sir/Madam,

I have to inform you that the next meeting of the Steering Group of the Armthorpe Neighbourhood Development Plan will be held in Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe, on **Tuesday, 20<sup>th</sup> November 2012**, commencing at **6.30 pm**.

In the circumstances, it would be appreciated if you are able to attend this meeting.

Yours faithfully,

Clerk to the Council.

**Agenda**

1. Declarations of Interests (if any).
2. Apologies.
3. Minutes of the last meeting of the Steering Group held on 16<sup>th</sup> October 2012 (enclosed).
4. To determine dates for the Steering Group to meet with landowners and/or developers for the purpose of receiving representations from the same regarding the allocation of housing and employment sites.
5. To consider and determine the format of the public information meeting, which is to be held on 28<sup>th</sup> November 2012.
6. To consider and determine the content of the Planning Engagement Day, which is to be held on Saturday, 1<sup>st</sup> December 2012.
7. To consider the Issues Report and determine the consultation process on the same.
8. To determine any recommendations that should be made to the Parish Council.

**To exclude the press and public from the following items of business.**

9. To receive the enclosed confidential information from DMBC regarding the results of the first round of its consultation on the Sites & Policies DPD.