**Appleton with Eaton Neighbourhood Plan**

**Steering Group Meeting**

**AGENDA**

**When:** 6th June 2016 @ 7:30pm

**Venue:** Appleton Village Hall: Committee Room

1. Apologies for absence
2. Declarations of interest
3. Signing of minutes
4. Matters arising from the previous meeting and not appearing elsewhere on the agenda
5. Confirm who is on the Steering Group, who is on the sub groups and who is leading each sub-group
6. Confirm best practice communication
7. Confirm terms of Reference of Steering Group
8. Response from Fiona Mullins, Community First Oxfordshire, regarding questions raised at previous meetings
9. Next steps for Survey Group
10. Next steps for Evidence Group
11. Next steps for Communication Group
12. Next steps for Events Group
13. Dates and frequency of future meetings