**MILBORNE ST ANDREW NEIGHBOURHOOD PLAN**

**WORKING PARTY**

**AGENDA**

**TUESDAY 13TH JANUARY 2015**

**No. 5 Village Hall Committee Room 7.00pm**

1. Present and Apologies for absence
2. Minutes of Meeting No.4
   1. Matters arising from meeting -
      1. (2a) Confirmation of Public Liability Cover from PC SC
      2. (5b) Confirmation from PC of agreement to hold any monies SC
3. Constitution – Declaration of Interests based on this Agenda
4. Updates on tasks:
   1. Feedback on possible Facebook site GC/ZC
   2. Feedback on web page designer and cost SG
   3. Feedback on cost of village hall and availability SC
   4. Feedback on cost of banner DG
   5. Any progress on vision statement MH
   6. Any progress on SWOT analysis All
   7. Any progress on Housing Needs Survey. GC
   8. Estimate cost of administrative goods MH/SG
5. Involvement of Residents
   1. Finalisation of February dates All
   2. Format of open days/evenings All
      1. Identify information to be included (maps/previous plans etc)
      2. Decide on approach
   3. Flyer final designing, and delivery arrangements SG
   4. Construction of next “The Reporter” article SG
6. Ideas : To cover items not in the agenda
7. Date of Next Meeting