



**Wolston Neighbourhood Plan Steering Group Meeting**  
**Tuesday 23<sup>rd</sup> March 2021 at 7.00pm**  
**Via Zoom online platform**  
**Agenda**

**The meeting will begin with the 'Open Forum' session**

For details of how to join the meeting online, please email the NDP at [ndp.wolston@yahoo.co.uk](mailto:ndp.wolston@yahoo.co.uk)

*This meeting will be recorded for the use of the Minutes secretary only*

Item	Description	
74	<b>Apologies</b> and acceptance of reasons for absence	MM
75	<b>Declarations of interest</b> (existence and nature) on items on the agenda – members to declare any personal and /or pecuniary interest in items on the agenda.	MM
76	<b>To approve minutes</b> – To discuss and, if appropriate approve the minutes of the meeting held on Tuesday 23 <sup>rd</sup> February 2021. Draft minutes attached.	MM
77	<b>Correspondence received:</b> list to be tabled	ALL
78	<b>Vice Chair</b> –Information to report to and from Parish Council meetings	CM
79	<b>Finance</b> - report on transactions in period since last meeting	TB
80	<b>Project Manager</b> – Report on progress and next steps	TW
81	<b>Constitution and Terms of Reference</b> – To review the document and, if appropriate agree to any proposed changes	TB/JR
82	<b>NDP layout and artwork</b> – To discuss and, if appropriate make a decision about the layout and artwork for the NDP, including any associated costs.	RG
83	<b>Confirmation of the 2021 meetings schedule</b>	JR/MM
84	<b>Any Other Business</b>	JR

Next meeting (Steering Group) Tuesday 23<sup>rd</sup> March 2021 - 7.00pm