



# Official Notice of Neighbourhood Development Plan (NDP) Group Committee of SHERBURN IN ELMET TOWN COUNCIL

**Date:** Wednesday 8<sup>th</sup> May 2024

**Time:** 7.30pm

**Venue:** Cream Room, Eversley Park Centre, Low Street, Sherburn in Elmet, LS25 6BA

You are hereby summoned to attend the NDP Steering Group Committee of Sherburn in Elmet Town Council detailed above and to consider and resolve the business transaction on the agenda below.

*Georgina Ashton*

Proper Officer

2nd May 2024

## AGENDA

NDP/24/22	<b>To receive and approve reasons for absence</b> a) To receive and note apologies for absence. b) To consider to approve reasons for absence.
NDP/24/23	<b>To note Dispensation Requests</b> Any written requests for dispensation the Clerk may have received from Councillors.
NDP/24/24	<b>To receive Declarations of Interests from Members</b> a. To receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted.
NDP/24/25	<b>Public Speaking session (20 minutes)</b> Members of the public and representatives from other organisations are invited to speak during this session. We ask that each person keeps the presentation short (<3 mins).
NDP/24/26	<b>To approve as a correct record the Minutes of the NDP Steering Committee Meeting</b> held on Monday 26th February 2024. Chairman to sign the Minutes. LGA 1972 Sch 12 para 41(1)
NDP/24/27	<b>Communications &amp; updates</b> a) To note feedback from the Launch Event held on 13 <sup>th</sup> April and update on the Policy Intentions document b) To note promotional meeting – NDP survey promotional leaflet with QR link c) To consider the launch of a Logo Competition d) To consider future events and opportunities for promoting the NDP – Gala Day, Picnic in the Park, evening event, We Are Sherburn ( <i>rota of attendees</i> ). e) Project Plan update
NDP/24/28	<b>Community Involvement:</b> a) To consider the content for business survey b) To consider the content for the resident survey c) To agree staffing for We Are Sherburn presentation/ business survey
NDP/24/29	<b>To consider financial matters:</b> a) To note receipt of any funds b) To consider any quotations for expenditure
NDP/24/30	To receive and note representative reports & information exchange
NDP/24/31	Date of next meeting and future meeting dates
NDP/24/32	Any other business

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the council, committees and sub committees is established, but anyone wishing to do so should advise the Clerk and the Chair of the Council to ensure compliance with the adopted policy to effectively and lawfully manage this activity.