

Carlton Parish Council

FOR THE ATTENTION OF THE NEIGHBOURHOOD DEVELOPMENT PLAN WORKING GROUP

You are summoned to attend the meeting of the Neighbourhood Development Plan (NDP Working Group) on 13th February 2025 at **7.30pm**, at Carlton Methodist Church.

This meeting is specifically to ensure the Working Group and Parish Council are fully prepared for the Neighbourhood Development Plan Event scheduled for Sunday 23rd February 2025 between 1pm and 4pm to be held at Carlton Village Hall.

Agenda

32. Apologies for Absence

To receive apologies, and consider the reasons for absence.

33. Declarations of Interest

To receive disclosures of personal and prejudicial interests from members and attendees, on matters to be considered at the meeting.

34. Plan for scheduled Community Event, 23rd February 2025, 1pm-4pm.

- i) To consider the event layout
- ii) To consider the format of the event.
- iii) To consider the tick list below:-
 - a) Flyers/ leaflet drop.
 - b) Survey Methods.
 - c) Data collection and collation.
 - d) Literature & Information.
 - e) Maps.
 - f) Newsletter.
 - g) Competition.
 - h) Tech and notice/white boards.
 - i) Refreshments.

35. Review Action Log

- 35.1 To receive updates from action owners for ongoing items relating to the event.
- 35.2 To collate and allocate requirement of supplies etc.

36. Date and Time of Next Meeting

- i) 23rd February 2025 between 1pm and 4pm. – Carlton Village Hall.
- ii) 11th March 2025 at 7.30pm. – Carlton Methodist Church.