



Writtle Neighbourhood Plan

Chair – Jonathan Weymouth
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Members are summoned to attend the Writtle Neighbourhood Plan Meeting that will be held at the Parish Office, The Green, Writtle, Chelmsford, Essex CM1 3DT on Wednesday 20 February 2019 at 7.30pm.

The press and the public are cordially invited to attend

AGENDA

1. Public Forum

There will be 15 minutes available for public question time limited to 2 minutes maximum per person.

2. Apologies for absence

3. Minutes of the last meeting

The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on 16 January 2019 as a true and correct record.

4. Progress check

- Update on progress of the plan and actions from the last meeting.
- Meeting with Writtle University College
- Progress against timescale

5. Communications

- Update on the processing of questionnaire responses

6. Local Plan and Neighbourhood Plan

- Relationship with Chelmsford City Council.
- Form of Neighbourhood plan
- Influencing Warren Farm and joint working Group with WPC
- Appointment of General Consultant.

7. Topic Groups

- Terms of reference
- Topic leads

8. Finance

- To receive a financial update
- Proposed budget 2019/2020



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9. Any other business

10. Date of the next meeting: March 20 2019