

Dear Sir/Madam

## NOTICE OF MEETING

A Meeting of the

### NEIGHBOURHOOD PLAN DELIVERY AND MONITORING GROUP

will be held in the Astley Room at the Village Hall, Station Road Broughton Astley at **7.30pm** on Monday 1 February 2016 for the transaction of the following business. Your attendance is required.



**DEBBIE BARBER**  
Parish Manager

Dated this 26 January 2016

## A G E N D A

1. Attendance and apologies.
  2. Declaration of Members' interests and requests for dispensations on any matters to be placed before the Committee.
  3. To consider progress in completing the Neighbourhood Plan Delivery and Monitoring Group actions
  4. To consider the details of a possible land swap agreement for the Community Leisure Facilities.
  5. To produce a job specification to allow for the tender of a Project Manager.
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6. Urgent items with consent of the Chairman.