



# Melksham Neighbourhood Plan

**Steering Group Meeting  
Melksham Fire Station,  
Semington Road,  
Melksham, SN12 6DD**

Date: **Wednesday 27th June 2018**

Start: **6pm**

## **AGENDA**

1. **Welcome & apologies**
2. **Declaration of Interests**
3. **Public Participation**
4. **Minutes of the last meeting**
  - 4.1 [Agree minutes of meeting held 30<sup>th</sup> May 2018](#)
  - 4.2 Matters Arising
5. **Finance Report**
  - 5.1 To consider the May 2018 invoice from MCAP  
Link: [May 2018 MCAP invoice](#) sum £130.50
  - 5.2 To note current budget – amount of spend to date
  - 5.3 To receive update on Locality grant funding application
6. **Draft Policy Document**
  - 6.1 To look again at the Policy document provided by Lemon Gazelle.  
Link: [Draft NP Policy Document from Lemon Gazelle \(May 2018\)- additions from LMcR and JE following mtg 30.05.18](#)
  - 6.2 To review information against policies provided by Environment lead  
Link: [SHIRLEY MCCARTHY VERSION MNPlanpolicies190618](#)
  - 6.3 To consider any potential supporting text

- 6.4 To ensure that policies meet objectives
- 7. To note correspondence from Wiltshire Council Link Officer re: statutory assessments  
Link: [David Way email HRASEA screening Neighbourhood Plan](#)
- 8. To receive feedback following AECOM meeting re: technical support
- 9. To receive feedback following Neighbourhood Planning HIVE event at University of Reading (6<sup>th</sup> June)
- 10. To receive an update on website development
- 11. GDPR (General Data Protection Regulations)
  - 11.1 To consider draft Privacy Notice for Neighbourhood Plan website  
Link: [Draft GDPR privacy notice document](#)
  - 11.2 To note storage of consultation documents
- 12. Date of Next Meeting of Steering Group: Weds 27th June 2018 at the Fire Station