



# Melksham Neighbourhood Plan

Steering Group Meeting  
Crown Chambers, 1st Floor, 7 Market  
Place, Melksham, Wiltshire SN12 6ES

Date: **Wednesday 31st January 2018**  
Start: **6pm**

## AGENDA

1. **Welcome & apologies**  
*(apologies received in advance from Cllrs. John Clover and Richard Wood)*
2. **Declaration of Interests**
3. **Public Participation**
4. **Minutes of the last meeting**
  - 4.1 Agree minutes of 10<sup>th</sup> January 2018
5. **Matters Arising**
6. **Finance Report**
  - 6.1 Payments for Approval
  - 6.2 To consider the December 2017 invoice from MCAP  
*Link: Invoice 17/P/012 sum: £101.50*
  - 6.3 To consider the December 2017 invoice from Lemon Gazelle  
*Link: to follow*
  - 6.4 Current Budget – amount spent to date
7. **To review "Process of Housing Sites Evaluation" report from Lemon Gazelle**
  - 7.1 Link to report
8. **To review "Melksham Issues Report" from Lemon Gazelle**
  - 8.1 Link to report
9. **To receive verbal update following Local Green Spaces Designation working party being held Weds 31st Jan**
10. **Any Other Business**

11. **Date of Next Meeting** of Steering Group: Weds 28th February 2018