

**PORTLAND TOWN COUNCIL**

Council Offices  
Fortuneswell  
PORTLAND  
Dorset  
DT5 1LW

3<sup>rd</sup> July 2013

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Dear Councillor / Working Group Member

You are hereby summoned to attend a **MEETING** of the **NEIGHBOURHOOD PLAN WORKING GROUP**, to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, FORTUNESWELL, PORTLAND**, on **WEDNESDAY, 10<sup>TH</sup> JULY 2013** commencing at **7.00 pm**, when the business set out below will be transacted.

Yours faithfully

Ian Looker  
Town Clerk

## AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest** – to receive any declarations from Councillors or Officers of personal or prejudicial interests regarding matters to be considered at this meeting, together with a statement on the nature of those interest
3. **Minutes of the Last Meeting held on 12<sup>th</sup> June 2013** (see attached)
4. **Minute Update and Matters Arising from the Minutes**
5. **Open Forum** – to receive questions and comments from the public regarding the Neighbourhood Plan
6. **Portland Neighbourhood Area** – to receive reports on the joint meeting on 1<sup>st</sup> July (see attached)
7. **Statement of Interest** – to consider a first draft prepared by Mr Paul Weston
8. **Next Steps** – presentation by Mr Weston on how the Plan can be carried forward in the next few months
9. **Report on January Consultations Feedback** – to receive a report from Mr Matthews (attached)
10. **Consultation Surveys and Questionnaires** – to receive a report from Cllr. Barton and consider a response
11. **Theme Groups** – to consider further what themes to pursue at present and agree programmes for them
12. **Raising Awareness** – to consider any further action

13. **Date of Next Meeting** – to decide whether the next meeting of the Working Group should be on Wednesday, 7<sup>th</sup> August 2013 or 11<sup>th</sup> September 2013, starting at 7.00pm.

A copy of both the Draft Local Plan 2012 and Minerals Core Strategy will be available at the meeting for reference.