

**PORTLAND TOWN COUNCIL**

Council Offices  
Fortuneswell  
PORTLAND  
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DT5 1LW

5<sup>th</sup> June 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, 12<sup>TH</sup> JUNE 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 13<sup>th</sup> March 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. **Membership of Working Group** – to consider the appointment of a replacement for Mr Mike Kelly
7. **Business Neighbourhood Plan** – to receive reports from members on the two recent meetings with business leaders and consider further action
8. **General and Business Neighbourhood Plans** – to receive any updates from officers and consider further action
9. **Report on January Consultations Feedback** – to receive a report from Mr Matthews
10. **Consultation Surveys and Questionnaires** – to receive a report from Cllr. Barton and consider a response
11. **Portland Neighbourhood Area** – to decide the Council's representatives at a joint meeting on 1<sup>st</sup> July
12. **New Local Plan** – to receive the current version of the chapter on Portland and consider any implications for the Neighbourhood Plan (see attached)

13. **Theme Groups** – to consider further what themes to pursue at present and agree programmes for them
14. **Raising Awareness** – to consider any further action
15. **Aspects of Design** – to receive sundry items regarding design and consider possible input to the drafting of the Neighbourhood Plan (see attached)
16. **Date of Next Meeting** – the next meeting of the Working Group is scheduled for Wednesday, 10<sup>th</sup> July 2013, starting at 7.00pm.

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