

PORTLAND TOWN COUNCIL

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1st June 2016

Dear Councillor / Management Group Member

You are hereby summoned to attend a **MEETING** of the **NEIGHBOURHOOD PLAN MANAGEMENT COMMITTEE**, to be held in the **PETER TRIM HALL, ST.GEORGE'S CENTRE, REFORNE** on **WEDNESDAY, 8TH JUNE 2016** commencing at **7.00 pm**, when the business set out below will be transacted.

It is the Council's intention that all meetings of the Council and its committees be recorded aurally.

Yours faithfully

Ian Looker
Town Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests
3. **Minutes of the Meeting held on 9th March 2016** (attached)
4. **Minute Update and Matters Arising from the Minutes**
5. **Plan Update and Project Budget** – to receive a report from Mr Matthews and consider any necessary actions
6. **Open Forum** – to receive questions and comments from the public regarding the Neighbourhood Plan
7. **Exclusion of Press and Public** (discretionary)
“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) ... by reason of the confidential nature of the business to be transacted.”
8. **Date of Next Meeting**
The Management Committee’s next meeting will be on Wednesday, 29th June 2016