



Wickersley Community Centre,
286 Bawtry Road, Wickersley,
Rotherham.
S66 1JJ
Clerk: Rachel Chico
01709 703270
wickersleypc@btconnect.com
www.wickersleyparishcouncil.gov.uk

19th January 2018

Dear Councillors,

You are hereby summoned to attend a meeting of the Neighbourhood plan steering group, to be held on **Monday 29th January 2018**, at Wickersley Community Centre & Library, 286 Bawtry Road, Wickersley commencing at **7.00 p.m.** for the purpose of transacting the following business:

M.Rhodes

Margaret Rhodes
Assistant Clerk to the Council

BUSINESS

ENCLOSURE:

1. To appoint the Chair of the Committee
2. To appoint the Vice-Chair of the Committee
3. To receive apologies for absence
4. To carry out introductions of people in attendance
5. To approve the terms of reference of the committee and give an overview of the steering group (A)
6. To confirm the designated area
7. To agree Neighbourhood Plan timeline (B)
8. To approve the consultant brief (C)
9. To agree tender process and panel
10. To agree selection criteria
11. To discuss consultation options
12. To agree meeting schedule for 2018 (all meetings held at 7pm on Mondays unless stated):

Please note meeting dates maybe added in accordance with requirements.

23rd April 2018
2nd July 2018
8th Oct 2018