**Market Drayton Town Council**

**Neighbourhood Plan Steering Group Meeting**

**Monday 16th March 4.00 pm at Halletec Environmental Ltd. 52 Cheshire Street**

**Items for Discussion**

1. Revised Statement of Intent
2. CIL Update
3. Report on the Locality Roadshow Event held in Manchester
4. Meeting with Shifnal NP Steering Group
5. Neighbourhood Plan Roadmap Guide & **8 Worksheets** (Hard copies will be tabled)

Worksheet 1 – Making the decision to prepare a Neighbourhood Plan – **Actioned**

Worksheet 2 – Neighbourhood Area – **Actioned**

Worksheet 3 – Neighbourhood Forum – **Not applicable**

Worksheet 4 – Community Engagement & Involvement

Worksheet 5 – Building the Evidence Base

Worksheet 6 – Writing the Neighbourhood Plan

Worksheet 7 – Submitting the Plan

Worksheet 8 – Delivery of the Neighbourhood Plan

1. Next Steps – Worksheet 4
2. AOB
3. Date & Time of Next Meeting