

**EGLOSHAYLE, ST. BREOCK AND WADEBRIDGE  
NEIGHBOURHOOD PLAN STEERING COMMITTEE**

**Room 5, Wadebridge Town Hall**

**Tuesday 22 October 2013, 10am**

**AGENDA**

- 1. Apologies**
- 2. Resignation** – to receive resignation from Amanda Pennington (Wadebridge Town Council representative)
- 3. Minutes of last meeting** – meeting notes of 24 September 2013 to be received as a true record
- 4. Advisory Group** – to receive meeting notes of 10 September 2013 and 8 October 2013
- 5. Project Review** – to discuss on-going aspects of the project including;
  - a. Project Timetable** – forthcoming workload & possible issues
  - b. Human Resources Allocation** – sharing workload / re-allocation of tasks
  - c. Budget Plan & Cost Issues** – forthcoming expenditure & obligation to make recommendations to respective Councils
- 6. Business Survey** – to agree expenditure for Business Survey  
Costs relating to stationery, postage, office printing & outside copying/printing to be tabled
- 7. Other Business (Non-Financial)** – matters for notification or brief discussion only
- 8. Date and time of next meeting** – Tuesday 19<sup>th</sup> November 2013 (to be confirmed)