

AGENDA

**Article 4 & Neighbourhood Plan Stakeholders Meeting
Monday 15th September 2014 @ 2.00 pm
Falmouth Town Council Municipal Buildings, The Moor, Falmouth**

1. Welcome and Introductions
2. Minutes and Matters Arising
3. Introduction to Steve Besford-Foster (Background and role with the Falmouth NP)
4. Overview of the Falmouth NP process
 - a. Outline Project Plan (to be attached)
 - b. Delivery Monitoring Reporting
5. Immediate Tasks (i.e. before end of March 2015) and arrangements for their delivery:
 - a. Review Steering Group arrangements
 - b. Develop and agree Project Plan
 - c. Develop and agree 'Engagement and Communications Strategy'
 - d. Set up website & social media
 - e. Start community engagement activity - Fathom
 - f. Assess previous engagement activity to ensure its 'fit for purpose' and can be reused.
 - g. Begin construction of evidence base – initial focus on A4D – Research and record evidence of local need for A4D controlling HMOs, research use of A4Ds on HMOs nationally, research planning policy approaches.
6. Schedule of Steering Group Meetings
7. AOUB
8. Date of next meeting