

# WORTH

## Parish Council

Clerk to the Council  
Jennifer Nagy

### Council Offices

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To: All Members of the Copthorne Neighbourhood Plan Sub-Committee

## Notice of Meeting

You are hereby summoned to the **Copthorne Neighbourhood Steering Group** meeting of Worth Parish Council. To be held at 1<sup>st</sup> Floor, The Parish Hub, Borers Arms Road, Copthorne, on **Monday, 22<sup>nd</sup> July 2019** commencing at 10.00am

Mrs J. Nagy  
CLERK TO THE COUNCIL

### AGENDA

1. **Apologies** – to receive and approve apologies for absence
2. **Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors and Committee members
3. **Minutes** – to receive the Minutes of the Copthorne Neighbourhood Plan Steering Group meeting held on 1<sup>st</sup> July 2019.
4. **Correspondence** – to note correspondence received since the last meeting.
5. **Copthorne Neighbourhood Plan Survey** – To discuss the following
  - Update on actions since the last meeting
  - Distribution options
  - How data will be processed
6. **Progress update** – to consider work being undertaken and whether any evidence documents need to be produced. Work in progress includes:
  - a. **Skeleton N.Plan:** To review the draft skeleton plan, highlight missing topic areas and provide comments to the consultant.
  - b. **Local Heritage Assets:** to consider the template assessment prepared and assign the assessment work to appropriate volunteers.
  - c. **Open Space Assessments:** to consider the spaces suggested, template assessment prepared and assign the assessment work to appropriate volunteers.
  - d. **Community Facilities:** to share facilities and spaces by the group. N.B. Most of this work will occur post survey.
7. **Communications** – update of awareness & publicity
8. **Date of the next meeting:** to discuss and agree the dates of the next meetings