



DEPUTY TOWN CLERK – MISS ADRIENNE BEGENT  
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30<sup>th</sup> December 2019

**TO ALL MEMBERS OF FAVERSHAM TOWN COUNCIL'S  
NEIGHBOURHOOD PLAN STEERING GROUP**

Dear Member

**YOU ARE HEREBY INVITED TO ATTEND** a Meeting of Faversham Town Council Neighbourhood Plan Steering Group to be held in **the Guildhall**, Faversham, on Monday, 6<sup>th</sup> January 2020 at **7.00 p.m.**

Yours sincerely

Adrienne Begent  
Deputy Town Clerk

**AGENDA**

1. Apologies for absence
2. Election of Chairman and Vice-Chairman
3. To consider the draft Terms of Reference for the NHP Steering Group (tabled)
4. To consider the area for Faversham Neighbourhood Plan
5. To receive an update on the Technical Committee Reports
6. To consider the timeline for the NHP
7. To consider grant application(s)
8. To consider attendance at Character, Quality & Design in Neighbourhood Planning and beyond Seminar, Kellogg College, Oxford on Thursday 27<sup>th</sup> February 2020.

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