MINUTES of the meeting of the **Parish Plan Working Group** on Monday 18 February 2016 at 7:30 pm in the Parish Council Office, Hurstpierpoint.

Members Present: Bob Sampson (Committee Chairman)
Rodney Jackson
Pam Mitchell
Steve Whitehead

Also Present: Roberta Taylor, Assistant Clerk

PPLN15/023. Apologies for absence and declarations of interest: An apology was given prior to the meeting from Matthew Stokes. There were no declarations of interest in accordance with the Code of Conduct.

PPLN15/024. Minutes of the Parish Plan Working Group meeting of 25 January 2015: The minutes of the meetings were agreed and signed.

PPLN15/025. Parish Plan document: The Committee reviewed the draft Parish Plan document and made suggestions to changes. It was agreed that Parish Council Chairman, Stephen Hand, would be asked to write a short Foreword to the document; this will be requested before the Community Affairs Committee meeting of 17 March 2016. Photos for the Parish Plan were discussed. The Council website will have a copy of the Questionnaire and the responses; this will be noted on the document.

PPLN15/026. Date of next meeting: Monday 7 March 2016 at 2:30pm in the Parish Council Office.

[Aim – to present the draft Parish Plan to the Community Affairs Committee at its meeting of 17 March 2016.]

There being no other business, the Chairman closed the Meeting at 10:00 pm.

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Chairman