

FIRST MEETING OF NEW PLANNING GROUP

HIGHWORTH COUNCIL COMMUNITY ROOM

THURSDAY 16TH OCTOBER 2008

AT 7PM

SUGGESTED AGENDA

- 1. Welcome**
- 2. Report on progress to date – Keith Smith**
- 3. Choose temporary officers**
- 4. Agree the purpose of the organisation**
- 5. Agree the name**
- 6. Discuss the type of organisation**
 - a. A community group**
 - b. A community interest company**
 - c. A development trust**
- 7. Agree terms of reference**
- 8. Identify priorities: eg**
 - How to identify projects**
 - Community co-ordinator**
 - Business Plan**
 - Sources of funding**
 - Partnership with Town Council**
 - Premises**
 - Effective communication**
- 9. Pattern of meetings**
- 10.AOB**

To date HCPG meetings have a guillotine after 2 hours. I will forward any relevant papers prior to the meeting.