



DEPUTY TOWN CLERK – MISS ADRIENNE BEGENT  
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1<sup>st</sup> December 2020

**TO ALL MEMBERS OF FAVERSHAM NEIGHBOURHOOD PLAN STEERING GROUP**

Dear Member

YOU ARE HEREBY INVITED TO ATTEND a Meeting of Faversham Neighbourhood Plan Steering Group to be held virtually on Monday 21<sup>st</sup> December at 7.00pm.

Yours sincerely  
Adrienne Begent  
Deputy Town Clerk

**The meeting will be attended by Paul Henry and Andrew Wilford who will present on behalf Kent Developer SME Network, this will be followed by a question and answer session**

The Chair will allow a maximum of 15 minutes for Members of the Steering Group to receive questions from registered electors of the Town before the formal meeting commences. When providing your name and address please confirm or otherwise, that you consent to your personal details being recorded in the Minutes. Your personal data will be processed as directed by GDPR Article 5.

**AGENDA**

1. Apologies for absence
2. To approve the minutes of 16<sup>th</sup> November (attached) – All
3. Discussion on Matters Arising for Minutes – All
4. Update on meeting with External Representatives

5. Update on Surveys – KB
6. Update on Policy drafting – JI/All
7. Update on Timeline – KB/ALL
8. Management of Different Projects currently being run by HNP SG – JI/All

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