

SWANAGE TOWN COUNCIL

Dr M.K. Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

18th January 2023

Dear Councillor

Swanage Neighbourhood Plan Steering Group

A meeting of the above Sub-Committee will be held at the **TOWN HALL, HIGH STREET, SWANAGE** on **MONDAY, 23rd JANUARY 2023** at **2.30 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Dr M.K. Ayres

Town Clerk.

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 2.30 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

Although legal restrictions in relation to the Covid-19 pandemic have been lifted, Swanage Town Council will, in accordance with advice issued by Public Health Dorset, continue to take appropriate precautions to limit the risk of transmitting the disease and politely asks those planning to attend this meeting to do the following:

- At the earliest opportunity notify the Council of your intention to attend by e-mail admin@swanage.gov.uk or telephone 01929 423636, because capacity will continue to be carefully managed;
- stay at home if you feel unwell and/or have Covid symptoms;
- wear warm clothing to the meeting as doors and windows will be open for ventilation purposes;
- be mindful of others and respectful of their personal space.

The latest advice from Public Health Dorset can be found here: [News and updates - Public Health Dorset - Dorset Council](#)

To the Town Mayor, Deputy Mayor and Councillors Bonfield, Harris, Rogers and Whitwam, and all members of the Neighbourhood Plan Steering Group

AGENDA

1. Apologies
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct)
3. To approve as a correct record Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group held on 28th November 2022 (Copy enclosed)
4. Matters arising from Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group held on 28th November 2022
5. O'Neill Homer Planning Consultants – Policy Review Report and Project Plan - update (Copies enclosed)
6. Task Teams – to consider next steps
7. Locality Neighbourhood Planning
 - a) Grant Funding Application – to consider next steps
 - b) Local Housing Needs Assessment – to consider next steps
 - c) Strategic Environmental Assessment – to consider next steps
 - d) Retail Needs Assessment – to consider next steps

For further information please visit:

- [Grant Funding - Locality Neighbourhood Planning](#)
- [How to undertake a Housing Needs Assessment \(HNA\) - Locality Neighbourhood Planning](#)
- [Understand if your plan requires a Strategic Environmental Assessment \(SEA\) - Locality Neighbourhood Planning](#)
- [Neighbourhood Plans Roadmap – A Step-by-Step Guide](#)

8. Items of information and matters for forthcoming agendas
 9. To consider dates for monthly meetings in 2023
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