



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Vanessa Oliveri

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To: All Members of Minster Lovell Parish Council & Neighbourhood Plan Steering Group (NPSG)

You are hereby summoned to a meeting of the **Neighbourhood Plan meeting** on **Friday 24 January 2025 at 11.30am** at St Kenelm's Hall, Brize Norton Road, Minster Lovell, for the transaction of the business stated below. The Public and Press are also invited to attend.

The Agenda is as follows:

1. Welcome/Members present and apologies for absence
2. Declaration of interest in agenda items
3. Parishioner's public participation (for questions and comments on agenda items)
4. SWOT Analysis of the village to explore key issues - Strengths Weaknesses Opportunities Threats
5. Baseline Evidence Document, to discuss and update on NPSG members progress with allocated tasks
6. Discuss and Plan for Community Engagement Launch Event planned for Sat 29th March 25
7. Update on Website requirements and Mapping.
8. Any other business

Signature Clerk: *V. Oliveri*

Public Speaking Policy. Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.

- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- After introducing themselves, Parishioners are permitted to speak for 3 minutes on Planning Applications and decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers should clearly outline their views concerning the agenda item and representations should be confined to spoken comments.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Comments of a personal, slanderous, defamatory or otherwise offensive or abusive nature will not be tolerated
- The Chairman of the Council has the right to stop anyone speaking if such comments are made and the speaker may then forfeit their opportunity to continue to speak.