



## Sonning Neighbourhood Development Plan Steering Group

Meeting on Tuesday 1<sup>st</sup> September 2020, 6.45pm  
at the Pavilion, Pound Lane

Please remember to wear a mask  
and to practice safe meeting protocols

### Meeting Agenda

1. Participants
2. Apologies for Absence
3. Assignment of Roles.  
Suggestions:
  - Deputy Chairman
  - Finance/Grants
  - Historic Environment and Conservation Area
  - Landscape/Environmental Issues
  - Social/Community Issues
  - Transport and other Infrastructure
  - Liaison with WBC and alignment to Local Plan
  - Media & Communications
4. Terms of Reference – do we need one?
5. The Volunteers – contacting and assigning tasks
6. Community Engagement
  - Contact and encourage the volunteers
  - Initial Community Questionnaire
7. Building the Evidence Base
  - Use of the Conservation Area Appraisal as a starting point
8. What else?
9. Date of Next Meeting