



Parish Clerk/RFO : J Wilson

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**18/07/2022**

**TO NDP Working Party**

St Issey Parish Councillors: K Hawkins, N Carhart, C Ivins, E Ballard, P Hammett.

Parishioners: G Hawkins, K Martyn, A Chadwick

Dear All,

I hereby give notice that the meeting of the St Issey NDP Working Party will be held on Monday 18<sup>th</sup> July 2022 in Little Petherick Village Hall at 7:30pm

All members of the Working Party are requested to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out below.

Yours sincerely,

Jo Wilson. Parish Clerk/RFO for St Issey Parish Council

**AGENDA**

**1. Election of Chair**

To **ELECT** a Chair for the NDP Steering Group

**2. Election of Vice Chair**

To **ELECT** A Vice Chair for the NDP Steering Group

**3. Persons Present / Apologies**

To **NOTE** persons, present and **RECEIVE** apologies for absence.

**4. To Receive any Declarations of Interest / Dispensations**

To **RECEIVE** any declarations of interest. To **RESOLVE** to grant any requests for Dispensation in line with the **Councillor's Code of Conduct 2021**.

**5. Terms of Reference for the NDP Steering Group**

To **CONSIDER** the Cornwall Council sample Terms of Reference, make any changes as required and **AGREE** to put them to the PARISH COUNCIL at the August PC meeting for **AGREEMENT AND ADOPTION** by the Parish Council

**6. Aims of the Steering Group**

To **CONSIDER** and **AGREE** the aims of the NDP Steering Group as specified in the Terms of Reference.

7. Election of other officers

- a) To **ELECT** a Treasurer
- b) To **ELECT** a Secretary

8. Reporting back to the Parish Council

To **AGREE** any items from this meeting that are to be reported back to the Parish Council.

9. To **AGREE** the Date, Time and Venue of next meeting.