

A meeting of the **Town Plan Steering Group** will take place on **Thursday, 12th February 2009**, immediately following the meeting of the Policy and Resources Committee.

AGENDA

1. **Apologies for Absence:** To receive apologies.

2. **Declarations of Interest:** Members to declare interests in any item on the Agenda where appropriate.

3. **Consultation Response:** Twelve consultation documents have been returned to date and although most responses are good there are not enough to analyse and submit an informed view. In view of the poor response the proposed Public Meeting was deferred to enable Members to consider carrying out an additional distribution of the document using alternative methods?

4. **Timetable:** At the last meeting the Committee Members agreed the timetable below, because of the consultation response and meeting deferment this now needs amendment. How do Members wish to proceed?

Complete By	Initiative	Comment
31.10.08	Letter to local groups and organisations advising of the proposal and requesting feedback. COMPLETED	a) Members requested to suggest contacts and b) Responses will indicate whether interested in joining the Working Group.
31.10.08	Special edition of the Town Crier with full description of the proposal and requesting feedback. COMPLETED	Responses will indicate whether interested in joining a Working Group.
15.01.09	Public meeting to launch the Town Plan. DEFERRED	A further opportunity to invite expressions of interest.
16.02.09	Inaugural meeting of the Working Group.	An opportunity for RCCE And an EFDC Planning Officer to attend and advise.

5. **Invites to Local Groups etc:** Invitations to local groups seeking their involvement were sent to;

- Waltham Abbey Historical Society **
- Waltham Abbey Town Partnership**
- Waltham Abbey Residents Association
- Paternoster Hill Residents Association **
- Roundhills Residents Association **
- Waltham Abbey Neighbourhood Action Panel **
- Waltham Abbey Youth 2000 **
- Waltham Abbey Community Association

(Those marked ** have made a positive response)

TO: Cllr. S.C. Pryde – Chairman
Cllr. A.P. Watts – Deputy Chairman
Cllr. Mrs. P.C. Brooks
Cllr. A.B. Clark
Cllr. W.J. Pryor
Cllr. Mrs. S.A. Stavrou

All Other Members for information.

5th February 2009