

Mudford Parish Council

Community Plan Steering Group Meeting Agenda

Date: Thursday, 21st August 2025

Time: 12:00 noon

Location: Mudford Village Hall

1. Welcome and Introductions
 - Overview of the purpose and scope of the Steering Group
2. Apologies for Absence
3. Agreement of Terms of Reference
 - Presentation of draft Terms of Reference
 - Discussion and amendments
 - Formal agreement and adoption
4. Election of Chair
 - Outline of Chair responsibilities
 - Nominations and voting process
 - Confirmation of elected Chair
5. Review of First Draft of Community Survey
 - Presentation of the draft survey
 - Discussion of content, format, and distribution methods
 - Suggestions for revisions and improvements
 - Agreement on next steps for finalising and launching the survey
6. Timeline and Next Steps
 - Key milestones for the Steering Group
 - Proposed date for next meeting
7. Any Other Business
8. Close of Meeting