

Liaison Meetings Scheme – Condition 4 – RM Ref: DC/20/01249 – Norton Road, Thurston

Regular meetings are to be held with the Thurston Parish Council. We are proposing a meeting on a six-monthly basis until construction of the site is complete to discuss any issues that have arisen on site or any that the Parish Council would like to discuss with us such as the play area design and open space management.

These meetings will be held on site with the following attendees from Vistry: Construction Representative and Technical Representative. Prior to the meeting if further representatives from other departments are required, the Parish Council can request their attendance. Vistry will take minutes and circulate to all attendees within 2 weeks following the meeting.

The meetings will begin once works commence on site and Vistry are the principal contractor.

A sample agenda for this meeting is as below:

Progress Meeting Agenda – Land North of Norton Road, Thurston

Attendees:

Apologies:

1.0 Minutes from Previous Meeting

2.0 Site Issues

2.1 Neighbours

2.2 Security

2.3 Other

3.0 Developer's Report

3.1 Build Programme

4.0 Planning and Technical Matters (inc. open space design & management)

5.0 Health and Safety Matters

6.0 Any Other Business

7.0 Date of next meeting