

To: Andrew Bax; Tom Shebbeare; Richard Webber; Richard Williams

PLUS: Working Group Convenors

Steering Group Meeting held to be held at 2pm on Friday 28th September 2012 at Drayton Village Hall Lounge

Agenda

1. Minutes of Previous Meeting held on 14th September
2. Apologies: Andrew Bax & Richard Webber
3. Presentations from Anton Nath (ORCC) and Mike Habermehl
4. Report back from School Governors meeting (Richard Williams)
 - Ideas for involving the school
5. Working Groups
 - Convenors and membership
6. Publicity
 - Tree planting?
7. VWHDC – Infrastructure notification
8. Design Council offer of a place
9. Finance
 - Report on income and expenditure to date
 - VWHDC funding
 - Financial procedures for appointing consultants – specification and RFQ
 - OCC and other grant applications
10. Steering Group
 - Terms of Reference
11. AOB
12. Date and time of Next Meeting