

To: Andrew Bax (Chairman); Pat Athawes; Diane Dunsdon; Janet Manning; John Scott; Pervin Shahin; Tom Shebbeare (Vice Chairman); Richard Webber; ; Richard Williams.

Steering Group Meeting to be held at 7-9 pm on Friday 8th February 2013 at the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

AGENDA		Est. timing
1	Public Participation: an opportunity for any members of the public present to raise items not on the Agenda or to state their views on Agenda items	15 min.
2	Apologies	1 mins.
3	Minutes of the Meeting held on Friday 25th January 2013	3 mins.
4	Action Point Review/Matters Arising from the last meeting: the List of Actions Taken since the last meeting will be taken as read	3 mins.
5	Village Centre – Report back on Mike Habermehl’s work to date (Tom Shebbeare)	10 mins.
6	Communications: to plan the feedback/presentation of work to date to secure community backing for the vision, objectives, options identified etc. To consider any questionnaire timing/content	20 mins.
7	Consultation Meetings: to report on meetings arranged with neighbouring parish councils and Drayton landowners (Andrew Bax/Clerk)	5 mins
8	Review and Revise Project plan/Timetable	10 mins.
9	Working Groups - Report back from Conveners <ul style="list-style-type: none"> • Housing: (Convener: Janet Manning) • Sustainability – including biodiversity (Convener: Diane Dunsdon) • Transport: (Convener: Pervin Shahin) • Work & Play (Convener: Richard Williams) Working Group Feedback on: <ul style="list-style-type: none"> • ‘Vision’ – to revise/confirm 	15 mins
10	Any Other Business <ul style="list-style-type: none"> • Meeting frequency after Easter • Report back on sustainability training from ORCC • Woodcote exhibition – Sat 10th Feb, 10am-3pm, Woodcote Village Hall • Thame Neighbourhood plan – Public Examination at Thame Town Hall, 19 February 2013, from 12.00 noon. Further info: http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/neighbourhood-plans/thame-neighbourhood-pl • Design Council support 	10 mins
11	Date and time of Future Meetings to be noted: All at 7pm at the Caudwell Day Centre, Gravel Lane <ul style="list-style-type: none"> • Friday 22nd February 2013 • Friday 8th March 2013 • Friday 22nd March 2013 	

Standing Order: Steering Group meetings should not normally exceed 2 hours in length