

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 22nd 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	10 min.
2	Apologies	1 mins.
3	Minutes of the Meeting held on Friday 8th February 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 <ul style="list-style-type: none"> • Design Council support 	5 mins.
5	Village Centre/Vision – Report back on Mike Habermehl’s work to date (Tom Shebbeare/John Scott)	15 mins.
6	Consultation Meetings: to report on meetings arranged with neighbouring parish councils and Drayton landowners (Andrew Bax/Clerk) <ul style="list-style-type: none"> • Landowners • Neighbouring parish councils • Future meeting with School Governors • DAMASCUS/young people’s involvement in Drayton2020 	15 mins
7	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) 	15 mins
8	Review Project plan/Timetable (John Scott)	5 mins
9	Communications: Next fortnightly email/website bulletin (Pat Athawes)	5 mins
10	Any Other Business	5 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 8th March 2013 • Friday 22nd March 2013 <p><u>Following proposed meeting dates to be agreed for after Easter:</u></p> <ul style="list-style-type: none"> • Friday 5th April • Friday 19th April • Friday 26th April • Friday 10th May • Friday 24th May 	5 mins

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