

**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 19<sup>th</sup> April 2013 at the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY**

<b>AGENDA</b>		<b>Est. timing</b>
<b>1</b>	<b>Public Participation:</b> an opportunity for any members of the public present to raise items not on the Agenda or to state their views on Agenda items	5 min.
<b>2</b>	<b>Apologies</b> – Andrew Bax [Tom Shebbeare will Chair]; Janet Manning	1 mins
<b>3</b>	<b>Minutes of the Meeting held on Friday 5<sup>th</sup> April 2013</b>	3 mins.
<b>4</b>	<b>Action Point Review/Matters Arising from the last meeting:</b> the List of Actions Taken since the last meeting will be taken as read <ul style="list-style-type: none"> <li>• <b>Bird Survey work</b> (Pat Athawes)</li> <li>• <b>Review Project Plan</b></li> </ul>	10 mins.
<b>5</b>	<b>Community Consultation:</b> <ul style="list-style-type: none"> <li>• May 12<sup>th</sup> pm community meeting</li> <li>• Questionnaire</li> <li>• Meeting with local businesses</li> </ul>	30 mins.
<b>6</b>	<b>Meetings with Landowners</b> <ul style="list-style-type: none"> <li>• Earl of Plymouth</li> <li>• Saville's</li> <li>• Other landowners</li> </ul>	15 mins
<b>7</b>	<b>VWHDC Draft Local Plan</b> – to discuss Drayton2020 consideration and response to the draft Local Plan (by 9 <sup>th</sup> May)	10 mins
<b>8</b>	<b>Drayton Community School</b> – information exchange with School Governors (Caroline Evans – Chair of School Governors)	10 mins
<b>9</b>	<b>Working Groups - Report back from Conveners</b> <ul style="list-style-type: none"> <li>• Sustainability – including biodiversity (Convener: Diane Dunsdon)</li> <li>• Transport: (Convener: Pervin Shahin)</li> </ul>	10 mins
<b>10</b>	<b>Finances</b> (Clerk) and Fundraising (Tom Shebbeare)	5 mins
<b>11</b>	<b>Any Other Business</b>	5 mins
<b>12</b>	<b>Date and time of Future Meetings to be noted:</b> All at 7pm at the Caudwell Day Cent <ul style="list-style-type: none"> <li>• Friday 3<sup>rd</sup> May (? Bank holiday w/end) – <u>Confirm whether meeting required</u></li> <li>• Friday 17<sup>th</sup> May</li> <li>• Friday 31<sup>st</sup> May</li> </ul>	1 min

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