

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

**Katherine MacDonald (VWHDC) will be present at this meeting**

**Steering Group Meeting to be held at 7-9 pm on Friday 1<sup>st</sup> November 2013 at the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY**

<b>AGENDA</b>		<b>Est. timing</b>
<b>1</b>	<b>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</b>	<b>5 min.</b>
<b>2</b>	<b>Apologies</b>	<b>1 mins</b>
<b>3</b>	<b>Declarations of Interest relating to any items on the Agenda</b>	<b>1 mins</b>
<b>4</b>	<b>Minutes of the Meeting held on Friday 4<sup>th</sup> October 2013</b>	<b>3 mins.</b>
<b>5</b>	<b>Action Point Review/Matters Arising from the last meeting: the List of Actions Taken since the last meeting will be taken as read</b>	<b>10 mins.</b>
<b>6</b>	<b>Community Consultation event (18/19 October) – Report Back</b>	<b>10 mins</b>
<b>7</b>	<b>DRAFT Neighbourhood Plan (David Mercer/Andrew Bax)</b> <ul style="list-style-type: none"> <li>• Implementation Issues (e.g. Existing Village Hall refurb./Project Group structure &amp; management/Fundraising)</li> <li>• Parish Council consultation meetings</li> <li>• Statutory Consultations</li> </ul>	<b>40 mins</b>
<b>8</b>	<b>Meetings with Landowners &amp; VWHDC /OCC– update (Tom Shebbeare)</b> <ul style="list-style-type: none"> <li>• Earl of Plymouth Estates</li> <li>• Land South of High Street – Savills</li> <li>• Caudwell/WYG</li> <li>• OCC Involvement (Richard Webber)</li> </ul>	<b>10 mins</b>
<b>9</b>	<b>Finances and Fundraising (Clerk)</b>	<b>5 mins</b>
<b>10</b>	<b>Any Other Business</b>	<b>5 mins</b>
<b>11</b>	<b>Date and time of Future Meetings to be noted: All at 7pm at the Caudwell Day Centre</b> <ul style="list-style-type: none"> <li>• Friday 15th November</li> </ul> <b>Frequency of Nov/Dec further meetings?</b>	<b>1 min</b>

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