

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

Steering Group Meeting to be held at 7-9 pm on Friday 16th May 2014 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	5 min.
2	Apologies	1 mins
3	Declarations of Interest relating to any items on the Agenda	1 mins
4	Minutes of the Meeting held on Friday 2nd May 2014	1 mins.
5	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"> • A34 flyover planting (Clerk) 	10 mins.
6	VWHDC Local Plan/SHMA update (Katherine Pearce)	10 mins
7	Feasibility Group Report Back <ul style="list-style-type: none"> • Meetings/communications/matters of note with Landowners & VWHDC /OCC– update (Tom Shebbeare) • Manor Farm site • South of High Street Site • Barrow Road Site • Other sites 	30 mins
8	Community Benefits (s106/CIL etc) <ul style="list-style-type: none"> • S106 schedule (Clerk) 	5 mins
9	Pre-Submission Consultation Copy of the Neighbourhood Plan <ul style="list-style-type: none"> • Revision of Consultation Copy (David Mercer) • Design Code (Janet Manning) • Exhibition – June 27/28th 	30 mins
10	Finances and Fundraising (Clerk)	5 mins
11	Any Other Business	5 mins
12	Date and time of Future Meetings to be noted: All at 7pm at the Caudwell Day Centre <ul style="list-style-type: none"> • Friday 30th May 2014 	1 min

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