

Fairford Neighbourhood Plan Steering Group meeting

Tuesday 4th February 2020

Minutes

Present: Jon Hill, Richard Harrison, Margaret Bishop, Sarah Basley, Andy Doherty, Roz Morton (clerk),

1. Apologies – Jennie Sanford
2. To approve the Minutes of the previous meeting (14th Jan 2020) Approved.
3. Matters Arising. – all actions from the previous Minutes have been completed.
 - i. Andy informed the group that the original 11th February date was no longer achievable – the date for the final draft has been moved to 18th February.
4. Public participation (10 minutes allocated). N/A
5. To review the draft plan & Neil's comments
 - a. Neil responded to the draft FNP4 sent to him. He is broadly supportive of the structure and content with a couple of minor amendments.

The SG reviewed the document and the following actions have been agreed:

What	who	By when
add reference to the deallocation of F44 into the first section	AD	18.02.2020
Maps required from CDC: CDC LP proposals map Updated development boundary Neighbourhood plan area designation	RM	11.02.2020 Then sent on to AD
Chapter two – generally update the demographic information where possible with CDC data	AD	18.02.2020
Threats to Heritage section: Sarah to send list from CADA Andy to update section	SB AD	As soon as poss. 18.02.2020
Chapter 3 Include EN10 & EN11 in the LP policy list	AD	18.02.2020
Chapter 5 Vision statement – include reference to Airbase as an economic benefit to the town & delete Implications of Airbase section here as repeated elsewhere.	AD	18.02.2020
FNP 4 Drop in agreed amended version from Neil	AD	18.02.2020

FNP 5 Jon to send final version to Andy Andy to drop into plan	JH AD	11.02..2020 18.02.2020
FNP 6 Andy to make changes suggested by CDC	AD	18.02.2020
FNP 8 -13 Sarah to make changes and send to Andy Andy to update in master document	SB AD	Asap 18.02.2020
FNP 14 Andy to update in line with Low Carbon development draft discussed in the meeting. Important to ascertain what “low Carbon” really means in terms of measurability. Specific standards?	AD	18.02.2020
FNP 15 Andy to redraft in line with low carbon draft – important to differentiate between expectations for new builds and conversions. And heritage protection.	AD	18.02.2020

6. To consider response to Gleasons – no reply required except to suggest that they talk to ECT for an update.
7. To agree next steps & timetable – as above.

ACTION: Roz to contact AECOM & Neil Homer to advise them that should expect to see a final draft on or around Monday 24th February 2020.

8. Any other urgent business - none
9. Dates for next meeting – **Wednesday 19th February @ 10.30**