

## Fairford Neighbourhood Plan Steering Group meeting

Tuesday 14<sup>th</sup> January 2020

### Minutes

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

1. Apologies - none
2. To approve the Minutes of the previous meetings (7<sup>th</sup> November 2019 & CDC meeting 19<sup>th</sup> November). Approved.
3. Matters Arising. None.
4. Public participation (10 minutes allocated). N/A
5. To review the draft plan edited by Margaret Bishop
  - a. FNP4 & 5 – Jon has revised the structure and content. Final tweaking still required. FNP4 – supporting document needs restructuring: 1. Identify the problem; 2 what is the policy trying to achieve?; 3 evidence; 4 conclusion – forms the reasoned justification of the policy. Ref to EN14 10.14.15b  
FNP5 – remove references to gas & electricity – focus on sewerage & broadband – sustainability etc.  
**ACTION RH & MB to finalise and send to AD by 21<sup>st</sup> January**  
**ACTION AD to send to Neil for comment re structure on 21<sup>st</sup> January**
6. FNP 14 -
  - a. *more details on children's playground and community allotments. Consultation with schools re drop-off/ turning arrangements.*  
Remove reference pick up/drop off area.  
Include James' alterations & additions.  
**ACTION: Roz to ascertain what standards are applicable to playgrounds.**
  - b. To agree response to Gleesons regarding our reasons for the change to Hatherop Rd. – Placing the development at the Hatherop Rd end of the site takes construction traffic away from the schools and ensures that the development does not adversely impact traffic on Leafield Road.  
**ACTION: Roz to respond to Gleesons as per above and agree that the slight change in development boundary requested is acceptable.**
  - c. To agree how to evidence support for the new site – still tbc.

- d. To discuss F51 replacing de-allocation of F44. – wording as revised in MB edit of the document.
- e. To agree "up to" or "around" 80 houses? – “around”

**ACTION: AD to revise the policy as per above & James’ recommendations by 28<sup>th</sup> January.**

- 7. FNP 15, requires further discussion on future housing needs and how to meet them in particular with regards to ageing population.
  - a. There are concerns around the function of this policy.

**ACTION: AD to talk to CDC colleagues to get a steer on what could be achieved in the policy.**

- 8. Clarification for FNP18 as requested by CDC

**ACTION: AD to talk to CDC colleagues to get clarification and report back to SG.**

- 9. To consider the framework for monitoring. – it’s important to have a clear list of objectives to monitor against.

**ACTION: RH to find examples from made NPs to share with the SG.**

- 10. FNP6, managing traffic needs a complete re-write, any offers?

**ACTION: AD to talk to CDC colleagues to get clarification and report back to SG.**

- 11. Any other urgent business

- a. Timeframe:

<b>What</b>	<b>Who</b>	<b>By when</b>
FNP 4 & 5 – final draft to Neil	Margaret & Richard to redraft. Andy to email to Neil	21 <sup>st</sup> January 2020
FNP 14, 6,15, & 18 – Redraft and get clarification from CDC on content	Andy	28 <sup>th</sup> January 2020
Steering Group meeting to agree final edits.	All	4 <sup>th</sup> February 2020 @ 10.30am
Complete final edited version	Andy	By 11 <sup>th</sup> Feb 2020
Send final draft to AECOM to enable them to complete the SA & SEA	Roz	11 <sup>th</sup> February 2020
Send final draft to NEIL Homer for editing	Roz	11 <sup>th</sup> February

Dates for next meeting

Tuesday 4<sup>th</sup> February 2020 – 10.30am