

Fairford Neighbourhood Plan Steering Group meeting

Wednesday 19th February 2020

Minutes

Present: Margaret Bishop, Sarah Basley, Andy Doherty,
Roz Morton (clerk),

1. Apologies – Jennie Sanford, Jon Hill, Richard Harrison
2. To approve the Minutes of the previous meeting (4th Feb 2020) Approved.
3. Matters Arising. – Outstanding actions:
 - i. Demographic data still to be collected from CDC – AD to follow up.
 - ii. FNP 14 & 15 need additional information regarding low/zero carbon – AD has a meeting on Friday 21st Feb after which this can be completed.
 - iii. The map updates have been requested from CDC, but no reply has been received to date.

ACTION: Andy to follow up items i & ii.

ACTION: Roz to follow up maps and include slight amended from Sarah re numbering of green gaps.

4. Public participation (10 minutes allocated). N/A
5. To review the draft plan

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

What	who	By when
Demographic data to be updated	AD	24.02.2020
Maps required from CDC: CDC LP proposals map Updated development boundary Neighbourhood plan area designation	RM	24.02.2020 Then sent on to AD
FNP 2 Check specific words from examiner re burial ground.	MB	21.02.2020 And send to AD
FNP 4 & 5 Still queries regarding structure of the policy & consistency of structure	JH MB	To Andy by 21.02.2020
FNP 5 Add appendix D to evidence base	AD	21.02.2020
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	21.02.2020
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	21.02.2020

6. Timetable:

What	Who	Deadline
Publish version considered at the meeting on SharePoint	AD	19.02.2020
Send any changes to Andy	All	21.02.2020
Publish final amended version for SG to consider over the weekend	AD	21.02.2020
Steering Group to consider any final edits prior to draft copy being sent to consultants and communicate any changes to Andy	All	End of play 23.02.2020
Final version sent to Neil for consideration	AD	24.02.2020
Final version sent to AECOM along with an outline of what is still outstanding for them to do	RM	24.02.2020

7. Any other urgent business - none

8. Dates for next meeting – TBC once comments have come back from Neil Homer and AECOM.