

**THE FAIRFORD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP MEETING
on 10 March 2016**

Present: Malcolm Cutler, Richard Harrison, Alison Hobson (secretary), Sarah Basley, Margaret Bishop, Suzanne Jones (part), Jennie Sanford, Caroline Symcox

Apologies:

1.	<p>Actions outstanding</p> <p>i. A short report from the meeting with Cotswold Water Park was given- the notes will be written up and circulated.</p>	Aims and Actions MB/MC
2.	<p>i. It was reported that Barry Fenby has resigned from the FNP as well as deputy major and the town council, this is due to personal commitments. An email of thanks from the Steering Group for all he has done to be sent to him.</p> <p>ii. Jennie Sanford to become part of the steering group (she formerly attended as mayor) and is to become vice-chair and will be the link to the Town Council..</p> <p>iii. The Fairford Leys visit is still pending.</p> <p>iv. No meetings of the Community Workgroup have been held and someone is needed to take over his role. A retired teacher would be most suitable to set up links with Farmor's School. A contact is to be made with Farmor's School. MB and JS with liaise over the healthcare issues.</p> <p>v. The questionnaire answers strengthen the need for youth involvement.</p> <p>vi. MB will take over the link to the PPG Group at the Surgery. There is a talk next Wednesday at FCC on Kidney Disease</p>	MC JS/MC RH
3.	The minutes of the meeting on January 28th and February 11th were approved	
4.	The prize draw was held and No 167 was drawn and Kate Henwood of The Old Bakery, 2 High Street was the winner.	
5.	<p>Communications</p> <p>i. The minutes of the 29 Jan and 11 Feb to be sent to SJ. SJ reported that the minutes <u>are</u> looked at on the web.</p> <p>ii. Everyone was encouraged to look at the FNP facebook page 'and like' as this is the way the word gets spread.</p> <p>iii. The website has received 300 visits; a precis of the questionnaire results (headline, then summary of results) will be put on the web. All to review the latest summary to be sent by RH, comment and then put on the website.</p> <p>iv. A line referring to the summary results of Questionnaire to be added to the FTC Newsletter for April.</p> <p>v. Posters - It was thought that a few posters around the town thanking people for their questionnaire and the results can be seen on the website</p> <p>vi. Fairford Festivals - stalls/publicity at both sites in the town - to be arranged</p> <p>vii. The questionnaire database results to be circulated to Town Councillors, however the comments cannot be circulated (data protection) but only summarised (the open questions).</p> <p>vii. It was clear from the Q answers that there was a lack of awareness of some services in Fairford and the names of paths and other areas was vague. It was suggested that there should be an item in the FTC Newsletter (later decided to ask CR whether there could be a page in Ripples for FNP)</p>	AH All All SJ

<p>6.</p>	<p>Workgroups It had generally been very difficult to recruit people for workgroups.</p> <p>i. Housing The housing group meeting will be next Tuesday. Comments to be made on the ECT proposals. Revisit comments made to SHLAA submissions. The recent planning applications were discussed. A statement is needed from Thames Water, Glos Council Highways (what will the Horcott cross roads be like?) and the Environment Agency. There is also conservation aspect. The Q answers regarding types of housing and housing needs need to be considered.</p> <p>ii. Infrastructure and Environment A meeting has been held and a report circulated. The SG was asked to approve a costing a surface water management plan for Fairford with a hydrological survey from Jennie Phelps. Also to ask James Hunter (Transport) whether a shared surface report would be more suitable from him or the Place Studio. Also to find out about 'Air quality surveys' for the bottom of the High Street, Transport for needs of 16-18 years old, an important point. Open spaces list being compiled</p> <p>iii. Business Good progress has been made with contacts made with local businesses with the aim of a meeting being held on 14 April at 6.30pm</p> <p>iv Local Community, Services & Facilities With Barry Fenby's resignation additional members are need for this group. JS, RH, MB aprogressing specific areas/contacts – see 2iv above.</p>	<p>MB</p> <p>MB</p>
<p>7.</p>	<p>Timetable The timetable is unavoidably 2-3 months behind</p>	
<p>8.</p>	<p>2.30pm at FCC meeting with Elin Tattersall of GRCC i. to find out how much more GRCC can help ii. how the Q information data can be turned into project and policies</p>	
<p>9.</p>	<p>Budget £5,680 was applied for and is almost used up. A report on how the money was spent to be submitted by the end of March. The remaining £2,320 can be applied for after the 1 April. However, there is money remaining in the FTC budget and it will be in the budget for next year. The main expense now will be the consultants.</p>	<p>MB</p>
<p>10.</p>	<p>DONM: 7 April 2016 10.30 am in the Barker Room.</p>	