

**MINUTES OF THE FAIRFORD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING COMMITTEE,
August 27, 2015**

Present: Malcolm Cutler (co-chair), Margaret Bishop, Barry Fenby (co-chair), Richard Harrison, Alison Hobson (secretary), Suzanne Jones (part). Also present Jennie Sanford

Apologies: Sue Hughes

In the chair: Malcolm Cutler

1.	The minutes of the meeting on August 13 were agreed with a slight amendments and the Notes from the August 20 meeting with Elin Tattersal	Actions and Aims
2.	Matters arising i. The approved minutes and notes from the last meeting to be sent to FTC.	AH
3.	Timetable RH had circulated timetable. This to be updated as tasks completed. To be sent to FTC	AH
4.	Communications i. As JS on holiday in September, a draft as been written for the October FTC Newsletter BF to enter further details. ii. The most preferred Logo was selected at the last meeting. It was suggested it should be in an oval with FNP in words at top. SJ mentioned it was rather similar to the Fairford Primary School Logo. Colours suggested were blue and green like the FTC crest. Final version to be circulated for approval. iii. Website: It was preferred that there should be no photographs of SG members on website. Terms of reference are complete. Aims & Objectives to be updated. Vision Statement: "The purpose of Fairford's Neighbourhood Plan is to ensure that Fairford's continued development is sustainable, meets the needs and wishes of both existing and future residents and is in keeping with its character as a small historic Cotswold market town." This should go on website and facebook. FTC now has now an improved digital version of the town crest with finer detail if we require it. Publicity: Opportunities for publicity: Sept 9 (TW event), Italian Market 10 October, Xmas Market Saturday 5 December. Handouts, small display and contact details book needed. Updated version of handout to be circulated. Rota for manning of TW event. Latest version of handout to be circulated to go in FTC newsletter. RH was concerned that developers would also see FNP publicity and a negative message should not be given out. MC reported that he has taken off the reference to the Winslow/Gladman appeal on the latest handout. It was stressed that Grampian conditions should be applied to all future planning applications e.g. regarding drainage.	BF SH SJ Liaise with AH who will organise? MC
5.	GRCC meeting outcomes Notes have been circulated. ET sent further email, SG still awaiting further information.	
6.	Grant Application This should be done asap. Waiting for information from Elin Tattersall.	MB/MC
7.	Aims/ Objectives document: Results of meeting on August 18th have been circulated. This was discussed. It was thought that instead of Objectives the headings should	

	<p>be Main Issue - Potential Objective - Questions and Evidence already completed.</p> <p>Infrastructure and environment: SJ requested that maintain & enhance wildlife should be included.</p> <p>FTC info: the lease for Horcott Lakes walk has been renewed for another year.</p> <p>FTC planning to carry out an audit of town furniture and signage.</p> <p>Local Community Services & Facilities</p> <p>Visiting and shopping in Fairford: the Tourism Group had another meeting and has many ideas. RH concerned that they are concentrating on 'quick wins' but must also consider wider and longer term initiatives. Visitor Centre in the Bull, local produce section in local shops discussed.</p> <p>Business & Employment: work is progressing</p> <p>Maintaining Unique Character: taken to FHS and work is progressing.</p> <p>Social, Cultural and Spiritual:</p> <p>Housing: amended date to 2031</p> <p>Long term: Infrastructure. Housing and long term all linked closely together</p> <p>Aims and Objectives to be updated.</p> <p>Method of working to be sent to each working group leader including need for 1. Audit of evidence. 2. Assessment of what town needs 3. Objectives 4. Possible questions to be asked.</p>	<p>MB, SJ</p> <p>BF RH</p> <p>MC AH, SH BF,RH, MC, MB RH</p>
8.	<p>AOB</p> <p>Thames Water to be informed that there is a possibility of further planning applications for about 100 houses i.e. to be included in their present Fairford drainage study.</p>	
9.	<p>Date of next meetings:</p> <p>Thursday Sept 17 10.30 am Barker Room</p> <p>Thursday Sept 24 10.30 am Heritage Room with Joseph Walker, CDC</p>	