

**THE FAIRFORD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP MEETING  
on 28 April 2016**

**Present:** Malcolm Cutler, Richard Harrison, Alison Hobson (secretary), Sarah Basley, Margaret Bishop,, Jennie Sanford

**Apologies:** Suzanne Jones, Caroline Symcox

1.	The minutes for the last meeting on April 7 2016 were approved with further amendments that will be circulated.	Aims and Actions
2.	<p><b>Work Group status;</b> Each group remit is to state objectives, the reasons, potential programs and where relevant, potential policies Progress on each group was then reported.</p> <p>i. Business Group: the report from the business meeting had been circulated and was discussed. Air quality MC was given a contact but large numbers of units had to be bought. It was suggested that CDC should be contacted as they might have suitable units.</p> <p>ii. Infrastructure and environment: MB to use Birdham as an example for the waste and water report. SB has prepared a Green Space Policy.</p> <p>iii. Housing was discussed.</p> <p>iv. Local Community, Services &amp; Facilities: JS reported her progress and the subject of links with Farmor's School, JS meeting with Elin Tattersall Horcott Lakes was also discussed.</p>	
4.	Communication: the poster was approved. The website was discussed it needs further input.	
5.	<p><b>RCOH meeting (professional consultant), Neil Homer Friday May 6th at 10.30 – 12.30 Apologies: AH</b> RH has forwarded relevant background documents to him. As per 2) above, Work Groups are requested to list potential objectives, programs and where possible, draft policies for discussion.</p>	All
6.	<p><b>Budgets:</b> Meeting with Jenny Phelps of WILD, with MB. It was agreed that she would develop a project to produce a data base and maps of the Fairford area with full details of watercourses and flow routes (with comments on SHLAA sites) to provide the evidence base for our neighbourhood plan proposals to decrease surface water and sewer flooding and to improve river water quality. She charges £300 per day and it would be 3 days work. This would be matched by Andrew Western of Thames Water. A hydrologist's report might also be needed. It was hoped that FTC would use the data set to develop a Community Water Management plan, prioritizing projects for improving local water flow or containment, particularly where other parties have an interest and might contribute to funding. RH to propose to FTC</p>	
7.	Timetable: This may be revised after the RCOH meeting	
	DONM: 12 May 2016 10.30 am in the Heritage Room (booked)	