

**THE FAIRFORD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP MEETING
on 7 April 2016**

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

Apologies: Suzanne Jones, Jennie Sanford

1.	The minutes for the last meeting on March 17 2016 were approved.	Aims and Actions
2.	<p>Meetings held</p> <p>i. A positive meeting was held with George Arkell at the Bull. A report will be circulated.</p> <p>ii. A meeting was held with Nicholas Ford with Jennie Sanford and MC. He was positive about working with the Group/FTC about future projects and development in Fairford. A report will be circulated.</p> <p>iii. 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>	MC JS/MC RH
3.	Questionnaire analysis circulation: It was agreed that the statement regarding the questionnaire results should be: the full results of the questionnaire will be in the final consultation document, if more information is wanted, please contact the FNP Steering Group.	
4.	<p>Communication: the poster was approved with a slight amendment. SB to contact SJ and circulate. AH will pass on to Ripples.</p> <p>Posters: A4/A5/A3 copies for noticeboards and plus A2 for events</p> <p>There has been a little increased activity on Facebook</p>	SB/SJ/AH
5.	<p>Workgroups</p> <p>i. Notes from the meeting with Elin Tattersall have been made. MB to circulate. ET has responded to MC's submission with comments.</p> <p>ii. Housing; a meeting has been held. The question of the definition of affordable home arose (to be investigated). Points from this meeting to be circulated to other groups for their discussion.</p> <p>iii. Infrastructure and environment</p> <p>Awaiting further information from PT who did not attend the last meeting. An historical overview (to be revised) and Green Spaces report written, The 'shared space issue ' was discussed and the group were unsure how viable it was. The Market Square project and reducing the number of lorries through the town were the most important priorities.</p> <p>A meeting with Joseph Walker should be set up. Advice regarding obtaining an air quality assessment in London Street and Milton Street is needed.</p> <p>Transport for 16-18 year old is a priority. A replacement for BF is needed for the mapping software.</p>	MC MC

	<p>iv. Business: a discussion meeting to be held 14 April at 6.30 (Barker Room) and a further one with the Horcott and London Road Industrial Estates</p> <p>v. Local Community, Services & Facilities: JS has made good progress with this. The 2014 local development plan had a lot of good information. and also successful neighbourhood plans have been consulted</p>	
6.	<p>Professional consultant needs/budgets, including professional support/writing</p> <p>i. Budget: the end of grant report to 31 March was made. Spent £7,954.91 inc £200 reclaimableVAT. GRCC Grant received was £5680. Can claim up to £8000 (£2320 more with the possibility of an extra £1000. FTC budgeted for this year £8000. Total budget therefore available is £2,320 + £1,000 (GRCC) + £5925 (FTC) (£8,000 less £2275 already spent plus £200 from VAT= £9,245 for next 12 months</p> <p>ii. It was agreed to go ahead with the consultant's proposal for professional consultation and support at £500 per day (for 3 days) which includes a meeting. (rCOH works with communities to plan, design and deliver development and have worked on many successful local plans)</p> <p>ii. It was agreed to go ahead with 3 days work from Jenny Phelps for a data base and maps with full details of watercourses and flow routes. It was felt that 'Developing a Community Project to manage the water in Fairford' should be an FTC project.</p>	
7.	<p>Timetable</p> <p>The timetable is unavoidably 2-3 months behind</p>	
	DONM: 28 April 2016 10.30 am in the Heritage Room (booked)	