

To: Andrew Bax (Chairman); Pat Athawes; Diane Dunsdon; Janet Manning; David Mercer; John Scott; Pervin Shahin; Tom Shebbeare (Vice Chairman); Richard Webber; Richard Williams

Steering Group Meeting to be held at 7-9 pm on Friday 21st February 2014 at the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

AGENDA		Est. timing
1	Public Participation: an opportunity for any members of the public present to raise items not on the Agenda or to state their views on Agenda items	5 min.
2	Apologies – Tom Shebbeare	1 mins
3	Declarations of Interest relating to any items on the Agenda	1 mins
4	Minutes of the Meeting held on Friday 7th February 2014	1 mins.
5	Action Point Review/Matters Arising from the last meeting: the List of Actions Taken since the last meeting will be taken as read	5 mins.
6	SHMA: To discuss the VWHDC's Strategic Housing Market assessment, due for publication Friday 21st February	10 mins
7	Pre-Submission Consultation Copy of the Neighbourhood Plan <ul style="list-style-type: none"> • Statutory & Other Consultation replies (Clerk) • Design Code (Janet Manning) • Revision process/schedule/photos & design of Submission copy 	20 mins
8	Feasibility Group Report Back <ul style="list-style-type: none"> • Meetings/communications/matters of note with Landowners & VWHDC /OCC– update • Community Building/New Green • Existing Villages Hall (Andrew Bax) • S106 Costings • A34 flyover planting (Clerk/Andrew Bax) 	40 mins
9	Finances and Fundraising (Clerk)	5 mins
10	Any Other Business	5 mins
11	Date and time of Future Meetings to be noted: All at 7pm at the Caudwell Day Centre <ul style="list-style-type: none"> • Friday 21st February 2014 • Friday 7th March 2014 • Friday 21st March 2014 	1 min

Standing Order: Steering Group meetings should not normally exceed 2 hours in length