

Minutes of the SitV NP Steering Committee Meeting – Monday 21 July 2014  
Held in the School at 7.00pm

		Action
1.	<b>Welcome</b> – Colin Mitchell in the chair <b>In attendance:</b> PG, HW, CM, DP, RG, RR, JG, SM, AF (later)	
2.	<b>Apologies:</b> SK, SB, RP, JW	
3.	<b>Declarations of Interest:</b> none to add to those already made	
4.	<b>Minutes of Meeting 14 July 2014</b> were approved with minor text adjustments	JW
5.	<b>Matters arising not on the Agenda:</b> 5.1 PG raised the letter from the Planning Policy Team (OCC) dated 12/3/14 defining the NP Boundary and Education Support. PG to re-issue to SC and to send to Melinda Tilley 5.2 QE11 Field – PG/PL to meet with Melinda Tilley to discuss. 5.3 Drayton Village are nearly ready with their NP Plan and are prepared to come and discuss with us. DP to provide contact for JW to arrange for them to join us in September. 5.4 RP has spoken to Faringdon Group whose plan is progressing – update later. 5.5 Horsecroft – PC to submit objections on behalf of village. SC to prepare and send letter to be agreed and signed by Chairs (HW to prepare) 5.6 Need for defined settlement boundary before the Appeal for Horsecroft goes ahead which also needs to be included in the Sustainability Appraisal document. All Agreed Settlement boundary needs to be as tight to the existing houses as possible. HW to Produce and circulate a plan for inclusion with the Horsecroft Appeal documents.	PG PG/PL  DP/JW RP  HW/CM/PG  RG/RP  HW
6.	<b>Survey Consultation document:</b> to be updated to reflect PL's comments	CM
7.	<b>Web Site:</b> More documents are to be loaded but changes to be made sooner rather than later. RR/CM to be able to upload documents as required on behalf of SC. Text to be removed which invites anyone to attend SC meetings ad hoc and replaced with Contact details of Chairman who will discuss with any interested parties. FAQ to be included	RR/CM
8.	<b>Land Agent:</b> Document circulated by CMit for consideration prior to the meeting. Feedback thoughts for a summary version to be issued to PC for approval	ALL/CMit
9.	<b>Housing Needs Survey:</b> Draft issued for comments based on Cropredy Survey. Request to be made to ORCC for Provision of standard survey document for comment. SC could then request addition of Specific questions as result of initial survey. ORCC to be approached to quote cost and time availability to get this done(over August if possible). Original quote £1349.00 + VAT Original document to re re-issued to SC members .	RR  ? PG
10.	<b>Site Assessment: Site 001 Horsecroft</b> Summary Site Assessment report prepared by HW and SB as an example of how this standard assessment form could be used for other sites in the village. Photos/spreadsheet To be circulated for approval – target date end of July for use at Appeal.	HW
11.	<b>Development Options: School</b> HW showed plan of how school site could be re-developed if the school moves Meeting with School Governors planned for 18/9/14 District wide school expansion plan feasibility study being undertaken by OCC PG to re-circulate letter Chair to write to Headteacher /OCC/Chair of Governors concerning future plans	PG CMit
12.	<b>Any Other Business:</b> PG to prepare and send out Agenda for next meeting 28/7/14 to be held in the Village Hall at 7.00pm (PG to book)	PG