

Minutes of Stanford in the Vale NP Steering Committee Meeting
Monday 26th October 2015 in the school at 7.00pm

1.	<p>Welcome: Chairman Peter Gill</p> <p>Present: JW/SM / RG/ RR /HW / RP/ CMit PL from Parish Council</p>	Action
2.	Minutes of meeting 12 October 2015 were agreed and signed	PG
3.	<p>Matters arising not on the Agenda:</p> <ul style="list-style-type: none"> • E Mail from new owner of Cottage Farm with information about their field that is in need of cutting and the problem with dog walkers. Letter passed on to the Parish Council. • Julia Grinsted has resigned from the committee due to personal reasons. Chairs to send a thank you letter. 	HW PG & CMit
4.	<p>Sustainability Appraisal</p> <ul style="list-style-type: none"> • New draft structure has been started with the introduction complete. • As each chapter is completed this will be sent to Tom M and Ronan for checking and any comments. • Long Wittenhan Sustainability Appraisal being used as a template and looked at section by section. • Different groups to be asked for help with policies and information as needed. A rough time scale for this discussed at next meeting. • Information about committee members and meetings to be collected and sent to RG. • RP thanks for all her initial help 	RG & David Axford All JW
5.	<p>Look at comments from consultation</p> <ul style="list-style-type: none"> • The comments had been sent out just prior to this meeting. Just needs to be checked that all comments included. • Some of comments will need a reply, others just mentioned as a comment. These to be discussed at a future meeting. 	RR
6.	<p>How to use these consultation results</p> <ul style="list-style-type: none"> • All the comments to be published on the web site, when happy that they have all been included, saying they are now being analyzed. • Need to update the village on where we are in the next newsletter. 	RR RG
7.	<p>Any Planning Applications</p> <ul style="list-style-type: none"> • None relevant at present 	
8.	<p>Updates</p> <ul style="list-style-type: none"> • Skeleton Draft Plan – <ul style="list-style-type: none"> ➢ Need to agree which Neighbourhood Plan we are going to use as a template as Woodcote NP out of date now. ➢ Various sections need to be allocated to the different working groups with a time scale ➢ Template needed so that working groups can collate all their relevant information. ➢ Tom M to be contacted for help and advice • Finance – Missing receipts passed on to CMit .Finance sheet from Parish Council being balanced. A request to be passed onto Parish Council for the VAT to be reclaimed. • Web Site – Updated with agenda and minutes 	PL CMit & JW
8.	<p>AOB – next agenda</p> <ul style="list-style-type: none"> • QE2 field lease now available as a download on the Parish Council web site. • Next meeting: Monday 9th and 23rd of November at 7.00pm in the school. 	