

Compton Neighbourhood Development Plan



Minutes of the Steering Group Meeting

Held on Wednesday 5th September 2018 at 7:30pm in The Compton Swan, High Street

Those present: Dave Aldis (Chair), Rupert Reid, Karla Jermy, Peter Cundell, Chris Smith, Uwe Anton, Sally Duckett, David Norbury, Debbie Smith (Sec).

1. Apologies for Absence

Alan Garmonsway (Deputy Chair), Grant Tuff, Peter McGeehin, Mark Pinfold, Alan Howard.

2. Minutes of the last meeting

The minutes were agreed. PC proposed, RR seconded. DA signed as Chair.

3. Matters arising

- Free Community Led Housing Project (Oxfordshire) Event – RR to attend on 25th September. *(Post meeting DN has also secured a place)*
- Email from Homes England – DS has contacted Homes England who have agreed to meet with us but have stipulated a day-time meeting. Majority of those present would like to attend. Site visit to be arranged if possible. DA has photos of site he will share with group. The group would like to understand the developable area.
Action: DS to request possible dates from Homes England for meeting and report back to group.

4. Drop-in Event

- All but one of delivery rounds for leaflets completed. Social Media needs to be ramped up.
Action: DS to complete deliveries next day
Action: KJ to post on social media each day until 12th September.
- Set/up and dismantle of displays for 7th/8th and 10th & 12th September.
Actions: DA & RR to organise on 6th. RR to organise transfer of boards from the Swan to the Wilkins Centre for Monday 10th. DA to get key to Wilkins Centre for RR. SD to arrange slides on boards. DS to deliver Map pin-board to the Swan.
- DS circulated latest rota for stand manning around group. Amendments were made.
Action: DS to update rota and re-issue to everyone asap.

5. Work Groups

- The work group names as distilled from the survey results were unanimously agreed. The group reviewed the document, drafted by AG, on suggested key issues. It was agreed it provided a basis from which each work groups could develop their own criteria and objectives.
Action: DS to re-issue.
- Leaders for the Work Group were agreed, where possible taking into consideration people's expressed preferences. DA stated that Steering group members can also be members of more than one work group. Not all members have joined a work group. Currently of the 10 volunteers signed up at the fete only 5 have responded to contact and indicated their work group preferences.

Action: DS to issue list of work groups, leaders and volunteers to date and to make further attempts to contact volunteers who have not responded.

- Work Group Terms of Reference (ToR's) – The ToR's discussion document drafted by a subset of the steering group (AG, PC, RR and CS) were reviewed.

Action: Each Work Group leads to develop ToR's from the discussion document tailored to their group and submit for review by steering group for the next meeting.

Date of next meeting - TBA

It was agreed that the next meeting date would be confirmed once a date has been arranged to meet with Homes England.