

**Minutes of a Meeting – 20<sup>th</sup> August 2018 – The Close, Burcot.**

Invited: Giles Baxter (Chair), Chris Neill, Jerry Moscrop, Debbie Croft, Glen Pereira, Simon Russell

Apologies: James Hammond, Laura Buxton, Jaqi Mason

Not Present: Vanessa Bailey

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Ser	Item	Action	Action By	Due Date
1	<u>Previous Minutes (CN).</u>	Agreed		
2	<u>Forward Plan (GB).</u> Latest version at:	Contact local land owners GB - Draft	GB	26 Sep 18
3.	<u>General Update (GB/CN)</u> - a. SODC LP 2033 b. OxCam Expressway c. Long Wittenham NDP  d. Ox Brookes Research Student – Estelle Hutchinson	Now due by March 2019 Update provided Out for consult - talk to team - locality used - recommended consultant  Masters in planning Student requesting interviews. It was suggested she attends our meetings.	GB	26 Sep 18
4.	<u>'Groundwork' Stage</u> - a. Form Company (GM). • Members comments on Model Rules	OK with Parish Council. The Rules were agreed		

	<ul style="list-style-type: none"> <li>• CLT Launch Event</li> </ul> <p>b. NDP Grant Application (GP)</p> <p>c. Consultant (GB)</p> <p>d. Executive Assistant (GB)</p> <p>-</p>	<p>GM to appoint Solicitors to form CLT</p> <p>GB produced a Vision Statement – All to read and agree in principle</p> <p>A Code of conduct is to be produced GB/GM</p> <p>We are to investigate if the Village hall should be the registered Office</p> <p>To be tied in with NDP drop in sessions</p> <p>Grant application- discussed and agreed- check SODC grant application process</p> <p>The use of consultants was discussed. GP to progress and speak with Locality</p> <p>Reviewed</p>	<p>GM</p> <p>GB/GM</p> <p>GM</p> <p>All</p> <p>GP/DC</p> <p>GP</p>	<p>26 Sep 18</p> <p>26 Sep 18</p> <p>26 Sep 18</p> <p>26 Sep 18</p> <p>26 Sep 18</p> <p>26 Sep 18</p>
4.	<p><u>'Evidence Gathering'</u></p> <p>-</p> <p>a. Survey Monkey Design (DC).</p> <ul style="list-style-type: none"> <li>a. Members comments</li> <li>b. Finalise</li> </ul> <p>b. Progress update on Evidence Gathering (All). Allocation of tasks at</p>	<p>Discussed</p> <p>Aim to release in Mid Sep</p> <p>Finalise in Oct drop in sessions</p> <p>All being chased/<i>gathered</i></p>	<p>DC</p>	

	-	<i>Send Savills email giles - Charles campion</i>		
5	<p><u>Consultation Statement/Engagement Plan GB).</u></p> <p>a. Drop In Events Oct/Nov  b. Landowner Map  c. Hard Copy  d. LR and other e-copies, including around Fullamoor, stored here:</p>	<p>Design event GB/CN/VB  Copmpted  On one drive</p>	GB/CN/VB	26 Sep 18
6	<p><u>NDP progress Report and Plan (GP).</u></p> <p>a. NDP Development Plan (GP)</p>	Discussed		
7	<u>AOB.</u>	Quarry update		
8	<p>Next Meetings.</p> <p>a. 26 Sep – to discuss the Drop in event.  b. 15 Oct</p>			

Attachments:

Project plan:

Consultation Record: