

DRAFT

DOWN AMPNEY NEIGHBOURHOOD PLANNING STEERING GROUP – START-UP MEETING 11 JAN 19

MINUTES OF MEETING

1. The NPSG would comprise the following, all of whom were unanimously elected:

Chairman Andrew Scarth (AS) Proposed/Seconded GT/MB

Deputy Chairman Geoff Tappern (GT) Proposed/Seconded AS/MB

Secretary Mike Bruce (MB) Proposed/Seconded SG/DG

Treasurer David Gardner (DG) Proposed/Seconded MB/DF

Other NPSG members are Ray Jenkins (RJ), Sian Gardner (SG), Jackie Scuri (JS), Jon Campbell (JC), David Fowles (DF).

Members of the public were also present.

2. The NPSG Code of Conduct was Proposed/Seconded MB/GT; unanimously approved.
3. The NP Constitution was Proposed/Seconded JC/SG; unanimously approved.
4. The NP Confidentiality Agreement was approved and signed by all SG members.
5. It was decided that due attention would be paid to advice from the GRCC and any further liaison with them was future business.
6. It was decided that a suitable working template would be devised and adopted at a future meeting.
7. It was decided that email would be the short term means of communication within the NPSG but AS would decide on a suitable means for the distribution of large packages of data which would eventually need to be circulated.
8. It was decided that
 - a. In the short term at least, the Uffington NP (chapters/sections) would form the basis of the DANP.
 - b. **GT** would provide DF with documentation for review by James Brain (CDC Forward Planning) for advice on best practice/way ahead for DANP. **Action**
 - c. **DF** would invite James Brain to the next NPSG meeting. **Action**
 - d. **GT** would enquire of the Uffington NP team their costings. **Action**
 - e. **RJ** would enquire of the Highways Manager how best to conduct a traffic survey for the DANP. **Action**

- f. The initial key to the DANP would be the Questionnaire which, when approved, would be circulated to all villagers, on a face to face basis, and to all other stakeholders for comment. SG would take the lead on this aspect of the DANP.

Specific objectives would be addressed as follows:

- 1. Housing GT
- 2. Landscape AS
- 3. Design DG/SG
- 4. Economy & Employment DF
- 5. Sustainability & Infrastructure JS

- g. At the end of the meeting the Chairman PC (RJ) stated that the PC funding of £3500 for the work of the NPSG was not formally approved, contrary to the understanding of GT, and that this therefore required clarification. GT has asked that NP funding be an agenda item for the next PC meeting in March. **Action GT**

- 9. Date of Next Meeting. Wednesday 27 March at 1900 in the Dakota Room, DAVH. MB to book.

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