

CALBER FACILITIES MANAGEMENT LTD

MINUTES
Of

Meeting held with

East Challow Neighbourhood Plan Steering Group

On
12th December 2016

Present: Helen Butcher (HB) Peter Rumsey (PR) Les Cannings (LC)
 Francis Webb (FW) John Smith (JS) Robin Bashford (RB)

Apologies: Vanessa Bosley (VB) Caroline Dunston (CD) Chris Nugent (CN)

		Action
1	The minutes of the previous meeting were read, approved and signed off by the chair (PR)	Info only
2	It was suggested that the local school, WI, Church, Cricket Club, British Legion & local businesses be invited to participate in the steering group.	Info only
3	Les (LC) declared his interest as a potential financial or pecuniary benefit as a local landowner.	Info only
4	PR informed the meeting that Will Sparling (VWHDC) had invited him to a meeting on the 4 th January 2017 at their Milton Park offices, LC to attend with him and HB and RB showed interest in possibly attending. It was agreed that PR would forward the email invite to them.	PR T/A
5	It was agreed that all individual members of the steering group would be invited to cast their votes on any future group decisions.	Info only
6	It was agreed to hold all future meetings on the 2 nd Monday of every month.	Info only
7	It was suggested setting up a steering group web site at a later stage, there is a parish council site already in place and Peter will speak to Julia regarding this.	PR T/A
8	FW suggested that CFO (Community First Oxfordshire) may be able to assist the group but it was decided to see how the VWHDC meeting goes before approaching them.	Info only
9	It was discussed that HB heads up the project plan.	Info only
10	It was discussed that RB heads up the Archaeology, Ecology and Sustainability part of the plan.	Info only
11	In Caroline's absence it was suggested that she may be interested in promoting village resident input and communication.	Info only
12	It was agreed that PR would contact Julia in order to see if she would be interested in assisting the group with advice and help going forward.	PR T/A
13	It was suggested that a draft questionnaire be formulated to put to the village residents. PR will approach CD in order to see if she would be interested in taking this forward.	PR T/A
	Next meeting to be held in the village hall meeting room on Monday 9 th January 2017 @ 8pm	