

**Minutes of Steering Group Meeting – 3<sup>rd</sup> July 2014**

<b>Meeting Detail:</b>	3 <sup>rd</sup> July 2014 - 7.00pm Village Hall, Park Place, Ashton Keynes
<b>Attendees:</b>	Malcolm Carter (MC), Terry Klee (TK), Kevin Winstone (KW), David Moss (DM), Catherine Loveday (CL), Geoff Winslow (GW)
<b>Apologies:</b>	Dave Wingrove (DW), Ernie Tidmarsh (ET), Mike Jackson (MJ)
<b>Other Refs:</b>	Cotswold Community (CC), Neighbourhood Plan (NP), Planning Aid (PA)

Ref.	<b>Public Attendees</b>
11.1.0	None
Ref.	<b>Approval of Minutes from the Last Meeting</b>
11.2.0	The Minutes from the previous Steering Group meeting ( <a href="#">DocRef. AKNP-SG-Minutes-050614</a> ) were approved and will be listed on the AKNP website ( <a href="http://www.ashtonkeynesneighbourhood.com">www.ashtonkeynesneighbourhood.com</a> )
Ref.	<b>Steering Group Updates</b>
11.3.0	<p>MC advised that David Moss had agreed to become the Steering Group member representing the Historic Conservation theme. MJ will continue to participate in the Focus Group.</p> <p>The actions arising from the previous Steering Group meeting were reviewed and action items incompleated were carried forward as follows.</p> <p>Exhibition survey analysis – Historic Conservation. Awaiting completion. <b>(Action: DM)</b></p> <p>Exhibition survey analysis – Infrastructure and Services. Awaiting completion. <b>(Action: ET)</b></p>
Ref.	<b>Planning Aid – Visioning Workshop</b>
11.4.0	<p>CL gave a short interactive presentation on visioning relating to an over-arching vision for a NP. A workshop session was then held to discuss and establish the unique features of the Ashton Keynes area and community,</p> <p>The Vision for Ashton Keynes Parish by 2026</p> <p><b><i>“A thriving sustainable community in the heart of the Cotswold Water Park where people want to be, and which continues to evolve by developing in harmony with its character and natural environment”</i></b></p> <p>It was agreed that this vision statement should be circulated to all members for consideration, comments and refinement if needed.</p>
Ref.	<b>Planning Aid – Objectives Review</b>
11.5.0	CL continued the interactive presentation to outline best practices of NP objective creation. Examples of how objectives differ from projects and related tasks were provided by CL’s comments markup of the preliminary amalgamated objectives document provided to CL for review.

Ref.	Next Steps
11.6.0	<p>Creating draft proposals: No agreement was reached on a task leader, and the topic was deferred to the next SG meeting. TK agreed to assist in this key task in conjunction with a task leader. <b>(Action: SG members)</b></p> <p>Community Workshop planning: The purpose of the workshop was agreed to be the review and refinement of the proposals for the draft plan document. No agreement was reached on a task leader, and it was decided that the SG will progress this key task collectively until such time. <b>(Action: SG members)</b></p>
Ref.	Date of Next Meeting
11.7.0	<p>The date for the next meeting was not agreed at the close of the meeting. A date will be agreed with members for the next meeting in due course.</p>