

**ASTON ROWANT PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
MEETING ON 8 NOVEMBER 2016**

MINUTES

Present: Mark Thackeray, Jeanette Ewen, Paul Overton, Andy Green, Peter Tinson, Peter Gibbins, Leslie Martins

Topics for Discussion: Terms of Reference

Resolved:

1. Minutes of Meetings on 13 September and 11 October were agreed as a true record, subject to confirmation that the fields in the centre of Kingston Blount are to be included among those to be afforded protected status in the draft Neighbourhood Plan.
2. That the minutes of Steering Group meetings be circulated to the Parish Clerk for inclusion on the Neighbourhood Plan website.
3. That the draft terms of reference, as presented by Paul Overton, be agreed and submitted to the Parish Council meeting on 14 December, subject to amendments agreed by email by the Steering Group regarding:-
 - a) The Neighbourhood Plan be referred to as Aston Rowant 2032 (AR32);
 - b) The target date for the submission draft of the Neighbourhood Plan be December 2017;
 - c) The accounting process to follow the pattern used by Chinnor PC.
4. The draft Goals and Objectives document, as presented by Mark Thackeray and amended by the Steering Group, be agreed and submitted to the Parish Clerk for publication on the Neighbourhood Plan website.
5. That SODC be advised of the conclusion of the four-week consultation and an appropriate officer be invited to a future meeting to advise on the due processes to be followed and the financial and background research support to be afforded to ARPC in the preparation of Aston Rowant 2032.

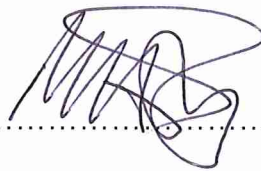
6. That communications and publicity be considered at the next Screening Group meeting.

Actions:

- 1) Minutes to be circulated – Mark Thackeray
- 2) Goals and Objectives paper to be forwarded to Parish Clerk – Mark Thackeray
- 3) Terms of Reference document to be amended in accordance with Steering Group resolution and circulated to members for final approval – Paul Overton
- 4) Terms of Reference document, as approved, to be presented to Parish Council meeting on 14 December – Jeanette Ewan
- 5) SODC to be advised of current state of AR32 and invited to attend future meetings – Mark Thackeray

Next Meeting: 13 December 7:30 @ KB Village Hall

Signed as a true record

A handwritten signature in black ink, appearing to be 'M. Thackeray', written over a horizontal dotted line.A handwritten signature in blue ink, appearing to be 'P. Overton', written over a horizontal dotted line.