

**MINUTES OF THE FAIRFORD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP,
12 November, 2015**

Present: Malcolm Cutler (co-chair), Barry Fenby (co-chair), Richard Harrison, Alison Hobson (secretary), Sarah Basley, Margaret Bishop also present Jennie Sanford

Apologies: Sue Hughes, Caroline Symcox, Suzanne Jones

In the chair: Barry Fenby

1.	The minutes of the meeting on October 29 2015 were approved at the end of the meeting.	Actions and Aims
2.	Questionnaire The questions submitted by each group by email were each discussed and revised. Each person responsible for each section to edit their section and recirculate. The sections completed were: general questions, housing, business, infrastructure and environment and a part of local community services and facilities. To be continued at next session.	All
3.	Grant Application This is now ready for the town clerk to submit.	
4.	DONM Thursday November 19th 10.30 am Barker Room	