

10 Sep 12

MINUTES OF THE PARISH PLAN STEERING COMMITTEE - 3 SEPTEMBER 2012

Present:

Belinda Fowler (Community First)
Steve Becker
Gill Gould
Anthony D'Arcy-Irvine
Tanya Becker

Apologies:

Terry Mundy
Bill Vergette (Parish Council)

	<u>ACTIONS</u>
<p><u>Item 1: Parish Plan Briefing (Belinda Fowler)</u></p> <p>Relevant points:</p> <ul style="list-style-type: none">• Adopt a constitution as this attracts grant funding. Community First, through Belinda Fowler, can help with funding• Plan should represent views of all sections of community for instance, the elderly, the young, those with mobility problems, businesses, clubs and other organisations• Encourage other representatives to be part of action groups as this will help to create a ripple or wave amongst the community. Consider skills needed and seek out those who have these skills.• Plan the Plan – Steering Group – what, how, when, resources, by whom• Gather information already available e.g. maps, other documents, existing demographics, list of businesses and organisations.• Involve other stakeholders• Use creative ways of gathering information e.g. on line questionnaire, Newsletter questionnaire, Beer mats, graffiti wall, parish walk, photographs of likes and dislikes, what has changed , changes we would like? Suggestion boxes.• Target hard to reach, consider difficulties such as sight & reading and writing difficulties.• Feed back to Parish Council as this should be a partnership and also to the community• Support, guidance and some funding is available from Community First <p>Steve thanked Belinda for her input. In addition he raised the following points for discussion and action at the next meeting:</p>	<p>A set of terms of reference / constitution had been written and was passed round for signature.</p>
<p><u>ITEM 2: Election of Committee Appointments</u></p> <p>As a minimum, the steering committee requires a Chairman, Secretary and Treasurer. It was also suggested that the parish council member should take on the appointment of Community Coordinator, responsible for reporting back to the parish council and the Tidworth Community Area Partnership (TCAP), who had a representative on the parish council.</p>	<p>Volunteers required at the next meeting.</p>
<p><u>ITEM 3: Is the Steering Committee Representative of the Community?</u></p> <p>The committee was evidently <i>not</i> representative of the community. Committee members were asked to consider who they knew from different age groups and different areas of the parish who might be encouraged to join the committee, or one of</p>	<p>Suggestions required at the</p>

the working groups or just provide general assistance.	next meeting.
<p><u>ITEM 4: Content of Plan</u></p> <p>The plan would, in all respects, be authored collectively however it was suggested that each committee member might wish to take the lead on one or more sections of the plan where they had a special interest. At this point, the following sections were being considered for the plan content.</p> <ul style="list-style-type: none"> • Introduction • History • Demographics (electoral roll, census) • Parish map • <u>Egan's Wheel:</u> <ul style="list-style-type: none"> • Governance • Transport and connectivity (roads, footpaths, cyclepaths, buses, internet) • Services • The environment • Business & commerce • Housing & the built environment • Social, cultural, recreational and sport 	Volunteers required at the next meeting.
<p><u>ITEM 5: The Consultation Process</u></p> <p>There have already been 3 limited attempts at consultation. See:</p> <p>Likes and Dislikes - https://skydrive.live.com/#cid=F1ACE21F02F5A9D9&id=F1ACE21F02F5A9D9%21116</p> <p>Issues - https://skydrive.live.com/#cid=F1ACE21F02F5A9D9&id=F1ACE21F02F5A9D9%21115</p> <p>However much, much more is needed in order for the plan to truly represent the views of the community. Have a look at The Village Communications Toolkit at https://skydrive.live.com/#cid=F1ACE21F02F5A9D9&id=F1ACE21F02F5A9D9%21112 and let's come up with a consultation plan at the next meeting.</p>	To be discussed at the next meeting.
<p><u>ITEM 6: Project Timetable</u></p> <p>The current (very basic!) timetable / project plan is at https://skydrive.live.com/#cid=F1ACE21F02F5A9D9&id=F1ACE21F02F5A9D9%21111</p> <p>I will have a go at fleshing this out a bit in time for the next meeting, so we can then add our consultation timetable</p>	Steve
<p><u>AOB:</u></p> <p>None.</p>	
<p><u>Afternote (Steve):</u></p> <p>In order to keep the costs of producing the plan to a minimum, I suggest we all aim to print as little hard copy as possible. To this end I will, in future, upload copies of all documents to SKYDRIVE (which you should have been invited to be members of) and just bring a single printed copy to meetings (eg. agendas, minutes, etc).</p>	
<p><u>Date of Next Meeting:</u></p> <p>Tuesday October 9th, 7.30pm, Enford Village Hall</p>	