

MINUTES OF THE FIRST MEETING OF THE VILLAGE PLAN WORKING PARTY

Held on 15th October 2019, at the Village Hall

Present: Anne Cutforth (Parish Council representative, Chair of the Parish Council) , Jenny Rice (Clerk to the Parish Council), Ken Rawson (representing the Triple B Club), Deborah Davenport (representing the Horticultural & Crafts Society)

Apologies: Lady Hunt

Jenny Rice (JR) confirmed that at the previous evening's Parish Council meeting, there were a number of absences so no-one else from the PC had volunteered to join this Working Party. It was suggested that Cllr. Ward be asked to join. Also, it was agreed to re-approach Janice Wilson who had previously shown an interest.

There was no pre-agreed Agenda apart from considering the draft Terms of Reference. However, it was agreed that Anne Cutforth (AC) would act as Interim Chair until there are more members on the Working Party. Deborah Davenport (DD) offered to act as Secretary.

The group then agreed to consider the draft Terms of Reference and next to work through the Village Plan to identify action points and consider what has been done, any actions which could be linked to the Village Plan, what could be done, and to prioritise any actions to be done.

Item 1:

Draft Terms of Reference: all had read these and the only comment was from DD, who inquired of JR why there was a clause allowing any Parish Councillor to attend the Working Group meetings, whether they were a member of the group or not. JR confirmed this was not a requirement and it was agreed to remove this.

JR to up-date the Terms of Reference.

Item 2:

The Group worked through the Village Plan 2017, section by section, as below.

Topic	What's already been done or in place that would link to VP	What else can we do? (who is to take this forward?)
History & Heritage	<p>Church Guide (joint venture between the Friends of the Church and the History Group)</p> <p>Village Trail (the History Group)</p> <p>Priest's House Opening /temporary exhibitions (Priest's House trustees and the History Group, and others)</p> <p>Village Archive</p>	<p>It was noticed that the Church Guide and Village Trail are in similar format: could we have a series of such leaflets highlighting other features of the village and even surrounding area?</p> <p>Who is the current Archivist? (Ken Rawson [KR] to inquire)</p>

	<p>Church as an “alternative venue” (Friends of the Church)</p> <p>School – especially the old school records/archive</p> <p>Web-site</p> <p>Books on Easton (there are at least 3 publications)</p>	<p>KR to discuss with Pat Firth what the main ideas were</p> <p>DD to ask Steve Forster (Chair of the Garford Trust)</p> <p>This could be promoted much more, but does it need more active management (current web-master is Graham Lilley who is away a lot)?? Ask for a volunteer?</p> <p>Have a number of copies available at, say, The Priest’s House or in the Church?</p>
The Natural Environment	<p>AC had an old map of a walk around the village</p> <p>Planting around the village – the Horti Soc have already been involved in bulb planting, the centenary tubs, The Priest’s House, the development at CIPS and the Labyrinth</p> <p>School and enterprise involvement – whilst still open the school was starting to develop the grounds, and Little Lane Nursery are keeping Buddleia Grove clear to be used as a Forest School room. Some of our local firms have sponsored activities</p>	<p>This could be the basis of a revised/up-dated version (perhaps one of the leaflet style mentioned above)? We could approach Jeff Davis?</p> <p>AC to approach the Wildlife Trust to ascertain if any “offers” available</p> <p>The Horti Soc are working with CIPS on a Community Orchard for the village, which will hopefully be a project for the Junior Horties to take forward</p> <p>The project above is also relevant to this point</p>
The Built Environment	The recommendations in the Village Plan for this topic are primarily the responsibility of the Parish Council	Ensure that any communications are fed through as many different media as possible?
Recreation and Leisure	This element is being dealt with by the Playing Fields Working Party	
Transport	Call Connect is still operational	Need up-to-date timetables: could we obtain a supply of leaflets from Call Connect?? They could be placed on the Village Hall Notice Board, on the one at the Millennium Park? And then the details

		<p>could be posted on the website and kept up to date?</p> <p>AC to contact Call Connect</p>
Traffic/Roads and Paths	<p>There is a Traffic Working Party already in place, which should include communications on speed awareness</p> <p>The up-grade to the lighting has been completed</p> <p>Regarding parking issues outside the Post Office there continues to be an issue on, for example, rainy days</p>	<p>Our recommendation is to request the Parish Council to go back to the District Council about removing the grass verges to create more parking bays. The argument is that there has been further housing development and as a consequence more traffic</p>
Education	No recommendations made in the Village Plan	
Employment	<p>We believe that Debra Asher started a directory of village businesses</p> <p>Also, the History Group used to publish similar information at the back of their calendars</p>	<p>DD to investigate</p> <p>DD to investigate</p> <p>We thought that a new leaflet (in the style mentioned above) could be produced: Welcome to the Village. This could include useful information such as refuse collections, Church Services, Post Office opening times, as well as services such as builders, gardeners, Little Lane Nursery. Could local business sponsor this??</p> <p>KR to consider options</p>
Health & Wellbeing	<p>The Village Hall hosts Diabetes Prevention courses</p> <p>Some of the existing guides (e.g. the Village Trail) feed into this topic</p>	<p>Request that these be extended to include villagers</p> <p>KR had a Guide to Gardening for the Elderly – this could be up-dated and added</p>
Communications	The first recommendation was for a village guide – we have incorporated this into the Employment section	We feel quite strongly that communications are hugely

		important: we already have a number of information sources (website, What's on the Hill, News & Views...) and yet people still say they don't know about events. We feel in particular that the website should be the first port of call for information.
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Overall, it was felt that there was a lot of material out there, particularly in terms of History & Heritage, which we need to “pull together” and publicise.

It was agreed that we will approach other “subject matter experts” when needed, as well as trying to encourage at least two more villagers to come onto the Working Party.

We agreed that these minutes should be presented to the next Parish Council meeting (14th November).

We also agreed that there should be a “launch event” where we share our progress so far with the village: we envisage using the Village Hall one evening, providing some free refreshments (cost implication to the Parish Council). We will seek approval for this event to be held on Tuesday 19th November.