

MINUTES OF THE MEETING OF THE VILLAGE PLAN WORKING PARTY

Held on 4th February 2020, at the Village Hall

Present: Anne Cutforth (Parish Council representative, Chair of the Parish Council), Ken Rawson (representing the Triple B Club), Deborah Davenport (representing the Horticultural & Crafts Society), Debbie Greaves (representing the Parish Council), Janice Wilson (representing the village), Jane Hope (representing the village), Lady Sue Hunt (representing the Church).

Apologies: None

NB: no minutes were produced for meetings held on 3rd December 2019 and 21st January 2020, as these were largely confirmations of actions “discussed” by email.

Anne opened the meeting by thanking everyone for attending, and also for a job well done. The discussion at this meeting was in the form of a de-brief following the launch event held at the Village Hall on 28th January. All agreed that the event was a success, not least in terms of the numbers of villagers attending. The overall atmosphere was very positive.

Ken had collected feedback from each of the tables, and Deborah had collected any forms filled in by villagers expressing an interest in volunteering in some way. These forms were taken by Anne to be passed on to the Parish Council Clerk, for future consideration.

The notes below are the feedback given to Ken:-

Topic	Feedback	Any actions or suggestions?
History & Heritage	Ian Lawson was very happy with the numbers of people who stopped at the table. Also, the village archivist, Karen Ashton, attended and they had a useful chat	This group felt that the History Group could be asked to consider interviewing some of the older village residents about their memories of the village: this could form part of the village archive, but perhaps also one of their events?
The Natural Environment	Ken commented that this was the area where there was most information and action already in place, meeting the recommendations of the Village Plan – but probably had the least amount of footfall at the event!	See the overall recommendations at the end of this report
The Built Environment	Anne confirmed that she spoke to lots of people in the room about this – no specific issues raised or comments made	None
Recreation and Leisure	This was another table which attracted a lot of visitors. There was perhaps a misunderstanding that the event was actually about the Playing Fields?	None

Traffic/Roads and Paths	No feedback as such, but appeared to be well attended	None
Education	Steve Forster was not able to provide any specific information from the Garford Trust, and Little Lane failed to send a representative	None
Health & Wellbeing	Fabia Reeve's feedback was that a good number of people stopped to discuss, with some volunteering to help with either elderly or people in poor health.	Set up a list of volunteer drivers? See also the overall recommendations at the end of this report
Communications	No specific feedback	The experience from this event is that communication is key! There were emails, posters, flyers and entries in News and Views – it was felt that future events might benefit from a similar approach
Village web-site	Links to communications?	We feel that more traffic needs to be directed to the web-site: standing entries in News and Views and What's on the Hill?

We then had a discussion about the leaflets Ken had drawn up. It was agreed that he would proceed with a mock-up of the one for local businesses, to include a brief description as well as just the name and contact details. Again, it was felt that this should also be on the village web-site, particularly for new residents. To further help new residents, we could ask for links to, for example, refuse collections, Call Connect, doctors surgeries, etc, to be added. A second one, covering places of interest, walks, etc., will also be produced.

The overall recommendations arising from the work of this group are:-

- List the achievements already made (for example, the Church leaflet) on any topic in the Village Plan (other than those under the other 2 Working Groups)
- Build on the good will this event demonstrated – perhaps encourage people to attend the Annual Parish Meeting?
- PC to enlist a “Volunteers Co-ordinator” – and get more volunteers!
- PC to enlist a Communications Co-ordinator
- Suggest closer working ties between the History Group and the Village Archive (could these in fact be integrated??)

NB: the feedback as gathered by Ken was provided direct to the Clerk.