

Swavesey Parish Plan Group

Minutes of the eighth steering group meeting
Thursday September 6th. at 7.30pm 2007

1. Apologies for absence were received from – John Jullien, Abi Edwards, Helen Porter, Mark Campbell, Melanie Baker, Gillian Hunter, Steve Boylan.
2. Those present, Alan Morris, David Whiter, Derek Rata, John Pook, Nick Dennis. Naomi Laredo, Lynsey Newbery.
The Previous minutes were agreed.

3. Matters Arising

Amend minutes to note Malanie Baker's attendance. Lynsey's preferred e-mail address is lynsey.newbery@keronite.com

We agreed to borrow the software, for a trial, from Melanie Baker.

Alan reported on his progress with maps, he now has a definitive map base from the OS but awaits decisions as to the use of colour/greyscale before proceeding.

Nick has prepared a report for the next Meridian.

4. Progress.

Dave Whiter presented the latest progress report. We noted that work had only just started on contacting businesses, farmers etc.

John reported that he had contacted all the clubs and organisations in the village.

We agreed that we should start preparing the questionnaire alongside the above without delay. Nick agreed to circulate a number of examples of questionnaires he had obtained from other parishes to committee to committee members.

5. Budget.

Derek reported his initial work in assessing the budget. We agreed we need one questionnaire per household with columns to allow each member to contribute. The final plan will be available on the internet with a limited number in printed form. Linda Miller can advise as to the number of copies of the Parish Annual report that were issued.

John had e-mailed Gillian Hunter for advice as to progress with the grant towards the youth video project, and has been in contact with Gloria Milne (from the festival committee) to arrange a meeting, including Gillian, to

ensure we are not likely to be seeking funding from the same sources. Naomi Laredo agreed to look at the final report format as we need to finalise this and the questionnaire in order to get quotations to inform the budget.

6. Working Groups Reports.

David Whiter presented a task list for the groups and a report from the village profile group

- Document Group – comprises David Whiter (convenor), Naomi Laredo, Steve Boylan.
See the notes under the Programme section. Following receipt of the sample questionnaires David will call a small group together (in early October) to start work on our Questionnaire
- Village Profile group – comprises Derek Rata (convenor) Alan Morris, John Jullien.
Work is ongoing, see the above progress report.
- Consultation Group – Comprises Lynsey Newberry (convenor), John Pook, Steve Boylan (primary school) Gillian Hunter (Village College, youth).

John has now contacted all the clubs and organisations in the village. He will produce a summary of feed back to inform the questionnaire.

David and Derek reported that they have prepared specimen questions for businesses, clubs, etc. and will start to contact them.

Nick and Steve reported on contact with the Village College and Primary School. They still have to meet with the head and Chair of Governors. John reported that Mike Fox (Chair of the VC) attended our first meeting and was keen to contribute. We agreed that although the views of pupils were of value the most important reason for the consultation was to link in to the strategic long term plans of the schools as they affected the village. We noted that their budget restraints may affect their aspirations. There have been recent developments affecting the college – *Community Education is being organised in house, There are plans for a new hall that may have community use, there is an interesting science project starting.*

John agreed to extend our consultation responses by contacting Over Surgery, Over Day Centre, and improve our responses from residents in the upper age ranges by contacting the Thistle Green Wardens and, with help from Alan, a further contact with the 'Over Fifties'.

7. A.O.B.

We need to consider contact with police and community on safety and security in the village. Agenda item for next time?

8. Next Meeting

Thursday 11th. October at 7.30 pm. in the White Horse.