

PAULTON COMMUNITY PLAN STEERING GROUP
Committee Meeting 21.08.2007
Parish Meeting Room

1. Apologies for absence:

Kerr Stirling, Hugh Warren, Rob & Terrie Stocker, Steve Nolan.
Absent: Margaret Barrett.

2. Minutes of meeting on 17.07.07

These were taken as read, accepted and duly signed by Deputy Chairman, Pam Leah

3. Matters arising:

Insurance

- i) KS has spoken to Judith Plucknett about our cover when on Parish Council premises and it would appear that our equipment is not covered by their policy.
- ii) There should be cover for volunteers when performing tasks on behalf of the Steering Group.
- iii) Jacqui Ward says Zurich can offer cover at £50 per event or £200 per annum for full indemnity.

The committee voted unanimously for annual cover, when we have some funds.

- JN reported that SN has almost completed the Business data base
- KS has not yet contacted David Spiers (Local Councillor). TB strongly recommended involving John Bull in our activities as he has wide experience of local council work although new to BA&NES. Suggested they both be invited to a committee meeting.
- KS has arranged a meeting with Stefan Turnbull of SATO to take place on 26.09.07 at 10am in Village Meeting Room. KS, SN & AM to be present.
- The database of businesses which SN is compiling is nearing completion.
- No response from Tesco has been received.
- PL reported that KS had a very favourable response from the Sperring Charity on inquiring if the Steering group would be eligible to apply for a grant. Thatcher & Hallam, Solicitors, are the Trustees. **KS will proceed with an application.**
- PL attended Bloomfield Nursing Home to tell the residents about the Plan. She was disappointed by the lack of support from the Activities Organiser and had some difficulty engaging most of the 25 people present. The main point to emerge was lack of integration into the village community. None of the people attending the session had ever lived in the village before entering Bloomfield.

4. Treasurers Report

- Quartet have given the Steering Group a grant of £3,000.00 but the money has not yet been received.
- The Steering Group now have a cheque book and statement but no money in the account.
- JN would like everyone to keep a Timesheet for the hours spent on Committee work as she needs to quantify the contribution made “in kind”. A dynamic plan needs to establish the time spent producing the initial plan.
- AM registered her disappointment with the £250 grant from the Parish Council, whilst acknowledging that there were many calls on the village finances, the work the Steering Group is doing, must relieve the Parish Council of some work they would have needed to do when planning for the future.

5. Publicity Report.

- JS has a collection of posters drawn by John Collins depicting different age groups and encouraging involvement in the Plan. These are A3 and A4 size and need the Quartet logo added. **JN will undertake this and also scan and copy the posters. PL has a laminator and will treat those posters which need to be weather-proofed.**
- JN has some A3 post-it sheets for use at public idea sessions.
- **AM will write to John Collins to thank him.**
- **JS will re-submit the press release**, she wondered if it would be of more interest to the press if we could provide some photos of consultation sessions/ stall etc.
- JN suggested a work-shop targeted at the difficult to engage group of 12-18 year olds. **JN/JS to contact Clare James of the Children’s Society for help**

6. Contact Strategies.

- Community Groups, MB was not present. AM had spoken to the History Society and distributed leaflets and had 3 responses. Many local groups do not meet in August the sub- group will be busy from September making contact.
It has been suggested that the sub-committee gives individual committee members the responsibility for contacting a specific quota of clubs/societies, so that the widest possible coverage is achieved. AM noted it was important not to alienate the public by too frequent repetition of the Steering Groups aims to the same people.
The meeting was not yet aware of the Somerfield reply to the proposed setting up of a stall outside the shop.
- Businesses. No report available.

7. Use of Yourpaulton email address.

- JN: It is important for audit trails that committee members use the yourpaulton site but several members are experiencing difficulty

accessing the MS Office Live and therefore still need to use personal email. AM will use both addresses until further notice. **JN has asked that the minutes are put on the web site for reasons of transparency. RS to do please.**

8. Community Action

- Jacqui Ward is organising an inter -Steering Groups skittles match to be held on 4th October at the Fox & Badger, Wellow. KS has entered a team on our behalf. Four players and four supporters are invited (numbers are restricted due to space). KS & JN have volunteered to play. AM is happy to do either, so we need 2 more players and 3 supporters. **AM will email those not present at meeting for further volunteers.**

9. AOB.

- SN has completed the PowerPoint Your Paulton presentation. Thanks to SN for his hard work.
- AM showed samples of the Wildlife maps which are to be provided to the Group at no cost, courtesy of funding from the Countryside Partnerships Coordinator on the Natural Environment Services at BA&NES. The 3 maps for Paulton will show: the hedgerows, the wildlife and hedgerow diversity. It is felt that these will be a useful tool in the support of any wildlife issues which might arise in the Plan. It is not yet known when they will be ready. JS suggested approaching Helen Crouch of the Cam Valley Wildlife Group about their involvement in the Plan. **AM to do.**
- JS & TB suggested that members could attend the Saturday coffee mornings held at the Wesley Hall where we could have a stall. **TB will speak to Many Stevens. AM will see if a similar arrangement can be made with the Holy Trinity Church and the British Legion,** both of whom hold coffee mornings regularly.
- AM made a plea for shorter meetings, even if it means meeting more frequently. PL felt that it is now appropriate for more work to be carried out by sub-committees. This was agreed unanimously.
- JN wants all dates and activities reported on the website. RS to do, please.
- PL thanked AM for her work in on behalf of the Steering Group.

10. Next Meeting.

18th September 2007 in Village Meeting Room at 7.30pm.

The meeting closed at 9.00pm