

16.09.09

PAULTON COMMUNITY PLAN
Minutes of Steering Group
16.09.09
Village Hall Meeting Room

1. Apologies

HW

Present KS, PL,AM, JS, RS, JN,TB

2. Minutes of previous meeting

The minutes were taken as read and signed by KS

3. Matters arising.

KS reported that as a result of the meeting with the full parish council on 8th September he has been compiling an e- file containing the statistics and comments for circulation to the councillors. Discussion took place over the most appropriate way to present the rather complex statistics and it was decided that the original draft Action Plans give all the statistics for each section; the various sub-committees could then be given the sections relating to their interests but they will need to be read together with the final actions shown in the Consolidated Plan which gives the agreed SG view. However, they will need to be told to ignore the Action Plan paragraph of these drafts, since these have now been superseded by the Consolidated Action Plan.

AM will compile the file and send to Judith Plucknett.

4. Webmaster's report.

New visitors remain around 35-40 each month but no comments have been posted. RS will investigate the feasibility of setting up a blog which might generate more response.

RS has now entered all the minutes to date. **KS will write a report of the SG's progress to date**, which will be used to update his report for the Paulton Letter.

5. Treasurer's report

The total funds stand at £2,128.81 the concern remains that this will be insufficient to pay for the printing of the final report.

6. Publicity

JS hopes to make some progress on the formation of a Climate change group and will issue an update notice when this is accomplished.

AM to email contact names and emails to JS.

7. Presentation of the Action Plan to the Community and other Agencies.

KS has produced a spread sheet of the agencies and organisations that need to be made aware of the results of the questionnaire and the actions which the SG has proposed to address the issues raised. Committee members volunteered to approach the agencies relevant to their individual interests. **KS**

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will publish the final spreadsheet indicating the member responsible and the relevant action plan section.

The timing of the open meeting and presentation to the whole community is now put back until the New Year. The manner in which the SG involves the various community groups was discussed, and the ultimate aim of forming a Community Group to take the action plans to fruition. This will require further discussion.

8. AOB

KS proposed that the writing of the final report is a team effort with committee members each contributing. He presented a rough draft of the final contents with sections allocated to individual members.

The committee all agreed that it is important that the report is brief and to the point. The final report will need further detailed discussion regarding order of the content. JN proposed, and it was agreed that SN would review the report with an 'outsider's eye'.

RS suggested that the school survey be included in the appendices. He will meet with the head teachers and governors to present the findings.

KS will send a copy of the Consolidated Plan to Dave Dixon at B&NES for his advice on the most appropriate way to approach the local government agencies.

JS is now free to release the relevant data to the Waste Management Group at B&NES.

9. The date of the next meeting

Tuesday 3 November at 7.30pm in the village meeting room.

Meeting ended at 9.20pm