

CRADLEY PARISH PLAN STEERING GROUP

Report of Meeting held on 24th November 2009 at The Old White House

Present: Peter (Chair), Mark, Nils, Pat, Rosemary and Sue

1. **Apologies:** Jerry, Mac and Tanya

Mark announced his intention to resign as Chairman as a direct result of his extremely high work commitments. Mark remained committed to the Parish Plan and was keen to continue to be involved, which was very much welcomed. Sincere thanks were extended to Mark for his dedication, enthusiasm and leadership of the PPSG since its inauguration. It was agreed to appoint an acting Chairman until the PPSG Committee next met, when a new Chairman would be elected. Peter was proposed as acting Chairman and all present were in favour. Peter took the chair for this meeting.

2. **Approval of report from meeting held on 12th November**

The report was approved.

3. **Treasurer's Report**

The grant of £500 had now been paid to the Parish Council.

4. **Composition & Leadership of Theme Groups:**

The need to re-establish 3 of the groups (ie: Community Safety; Employment, Business & Agriculture and Leisure, Sports & Community Facilities highlighted.

- a) Employment, Business & Agriculture: Nils agreed to temporarily facilitate. **NILS**
- b) Community Safety: Tom Van Vuren had agreed to re-take up leadership. Mark to brief Tom. **MARK**
- c) Leisure, Sports & Community Facilities: Jerry to continue as group leader. Peter to discuss with Jerry. **PETER**
- d) Communication Group. As a result of feedback from the Questionnaire Peter proposed a new theme group, which is to convene for the 1st time this week, 26th Nov. The outcome may be expected, initially, to be explanatory. **PETER**

In addition

- Education and Healthcare: Nils reported. Next meeting had been arranged for 2nd Dec. Nils had contacted new names arising from the PP questionnaire and invited.
- Housing and Planning: Rosemary reported. Next meeting arranged for 25th Nov
- Footpaths, Wildlife & Environment: Tanya absent. Next meeting – 1st Dec

Nils suggested that 'aims and objectives' be identified/set prior to next meetings and agreed to produce and circulate a pro forma, for use at Leader's discretion for the preparation and planning of their respective meetings. **NILS**

Each theme group to produce a 'shopping list' for consideration by PPSG at its next meeting (7th Jan '10) and to convene a meeting before Christmas to do so.

5. **Distribution of hard copies of Questionnaire**

a) Venues:

British Legion	Cradley Surgery
Butchers	Cradley Village Hall
Cradley PO and Stores	Storrige Village Hall
Cradley VA Primary School	

b) Presentation: A combined copy (inter-leaved) of the questionnaire + resume of comments to be produced - photocopied by Sue and distributed to the above venues.

SUE

Additional copies will also be available for Open Mornings.

SUE

Peter to discuss detail with Ken Nason and liaise with Sue.

PETER

These copies will be for information only and not to be taken away.

6. **Communication**

a) Website – The site needed updating including: reports from some theme groups, names of all theme group members (without contact details) under topics and also improved ease of navigation by visitors.

In addition it was agreed that accessibility to the site re: layout and uploading of info by a couple of approved/named members from the PPSG would be useful and, therefore, it was proposed that the site be converted to 'Microsoft Word', from Apple Mac (as currently the responsibility falls solely to Jonathan).

Peter to discuss with Jonathan and Ken with a view to agreeing a way forward.

PETER

Pat kindly agreed to re-take on the Website, once the above was in place.

PAT

b) WIKI – Sue reported the Wiki was up to date and continues to oversee.

SUE

c) Other - A list of names of responses from Questionnaire had been circulated. As agreed at last meeting (12th Nov) theme group leaders to contact individuals who had expressed specific interest/s and notify Sue – in order to avoid duplication of calls.

ALL

Sue to contact all others. Rosemary volunteered to help Sue with this task.

SUE/ ROSEMARY

The importance of following up all individuals who had put their names forward was recognised as paramount.

7. **Open Mornings at Cradley Village Hall**

a) Bookings: 1st – 3rd Dec and 15th – 18th Dec. Times: 10.00 – 13.00. (Cradley VH booked by Peter)

b) Staffing: Tues 1st Dec – Rosemary

Tues 15th Dec - Sue

Wed 2nd Dec – Pat

Wed 16th Dec - TBA

Thurs 3rd Dec – Nils

Thurs 17th Dec – TBA

Fri 18th Dec – TBA

It was suggested that all members of the PPSG try to cover a slot, if possible. Sue to contact Jerry, Mac and Tanya re: wc 14th Dec.

SUE

Mark to organise posters.

MARK

c) Arrangements for Jan 2010.

Suggested these meeting should include Storridge (Village Hall) and also offer evening slots to engage with the working population. Dates TBC.

PETER

8. **Open Meeting – 18th Jan 2010**

Aim: to provide information on 'where we have got to' and 'where we are going' - based on all evidence acquired since the start of the project. Evidence to include feedback from PfR, final theme group reports feeding into questionnaire, result of questionnaire, including the resume on comments section, finances etc.

a) Organisation: Meeting arranged for 18th Jan 2010, at 7.30pm in Cradley Village Hall

b) Presentation: Peter to liaise with Ken re: PowerPoint presentation, as agreed a professional approach essential.

PETER

Nils and Peter offered to share the preparation. Ideally a slot (?approx ½ hour) should be included for a Q & A session from the floor.

NILS/PETER

9. **Village Design Statement**

Rosemary had contacted Edward Bannister (Hereford Council Planning Group) with a view to renewing the existing VDS - for the 1st time since its instigation. Mr Bannister agreed to attend a meeting of the Parish Plan Housing & Planning Group, to which members of the PPSG would also be invited – date to be arranged.

ROSEMARY

The importance of the VDS was re-emphasised as this remains a very important section of the 2010 Parish Plan (not least as the results from the Housing & Planning group section in the questionnaire feedback into the VDS).

10. **Any Other Business**

Stone Wall, Rectory Lane.

Confirmation had been received that the planning appeal had been granted. The PPSG would write to Hereford Council making clear our disappointment and pointing out, again, the implication of such a decision on the work of the Parish Plan group. Thanks would also be extended to the appropriate departments within Hereford Council, who had supported us as far as they could.

PETER

11. **Date of Next Meeting:** Thursday 7th January, 7.30pm at Penny Cottage.