

## Minutes of the VANTAGE (Village Action Network - Toppesfield & Gainsford End) Business Meeting held on Monday 9<sup>th</sup> January 2012 - 7:30pm The Green Man

**Present:** Trisha Roberts (Minutes Secretary), Nick Hasler, Lynn Collard, Allan Collard, Malcolm Braithwaite (Chairman), Richard Evers, Brian Moody

1. **Apologies**, Mary-Ann Stevenson, Molly Stevenson, Sheila Braithwaite, David Oxnam, Roz Castle and Maureen Dimmock
2. **Minutes of the last VANTAGE Meeting** (21<sup>st</sup> November 2011)  
There was some discussion as there had been two versions issued between which there were some differences. It was agreed which version was correct and for clarity, these minutes will be reissued. It was also agreed that the minutes will be issued to all with any amendments being agreed at the following meeting.

### 3. Matters Arising

Thank you to Roz who had sent the Helions Bumpstead report.

David Oxnam runs a PR company and has offered to help write the plan.

Molly has passed the plans for the adventure trail to Malcolm.

In terms of progress versus the original timeline, the process is still on track.

#### a. Playing Fields and Playground Equipment

Lynn has sent letters to the parents and children from the school and the playgroup. One response has been received so far. In the meantime, the Parish Council have inspected the fields and equipment to ensure that they are safe.

#### b. Speed Limits

Paul Thompson organised a petition, but events have overtaken us. It has been confirmed by our local MP that ECC will issue official notices this month regarding the 30 mile per hour limit in the village. A map showing the affected area will be included in the next newsletter although it is not clear when the limit will be effective. The need for a 30 mile per hour limit will therefore not be included in the plan, but there remains the opportunity for a 20 mile per hour limit in Church Lane plus the plans for enforcing the 30 limit.

#### c. Broadband

Trisha had contacted Jonathon but received no response. However, Malcolm had spoken to Jonathan and confirmed that he will lead this sub-group. Alan commented that at a Parish Council meeting with neighbouring parishes, he learned that there may be a possibility for Toppesfield to be part of a scheme using the mast at High Garrett. The cost is thought to be around £13-15 for a guaranteed 2MB/sec.

#### d. Aggregated Procurement/Energy Savings

Malcolm confirmed that Jeff Cowup will attend the January 30<sup>th</sup> meeting to talk about energy savings.

#### e. Local Food

Trisha has posted a request for information on the village facebook page, but not received any responses.

#### f. Business Directory

There was little/no interest from local businesses for a welcome pack, but Graeme Berry has registered a website in preparation for a business directory.

g. More Activities/Clubs/Footpaths

Paul and Alan are discussing how a "Footpaths Group" could be formed. The district council has recently made its periodic visit and renewed signs, footbridges etc.

It was decided to remove "activities/clubs" from this subgroup and ask at the January 30<sup>th</sup> meeting what type of additional clubs/activities people want.

h. Transport

Richard has completed an audit of current transport – buses, taxis, BDC provision of community transport etc. It is thought that trying to improve the bus service is a non-starter.

The District Council offers 3 types of community transport none of which seem widely known:

- a) Social car schemes: drivers using their own cars to provide transport requested through BDC for shopping, doctors appointments and days out etc. This is free to the user and BDC offers a fuel payment to the driver.
- b) Dial-a-Ride: basically the same as above but using a minibus with wheelchair access.
- c) Minibus hire: available to not-for-profit organisations at preferential hire rates.

Richard has also looked at car clubs and the basic principles are that people pay a joining fee, book a vehicle and pay for use by the hour. There are several models – commercial ones which tend to be in cities and smaller models suitable for rural areas. The latter include where funding is raised to purchase vehicle and where people offer the use of their private car.

This could be an opportunity and it is thought that grants would be available. Richard has found statistics showing that one club car can replace up to 12 privately held vehicles offering a saving of around £3000 to £3500 to the person no longer owning a car. The project could also include a truck or van.

i. Funding

At the last Parish Council meeting, it was requested that the Plan includes a group to act as a centre of expertise for raising funds and locating/applying for grants rather than have each sub-group do this themselves. It was agreed that this made sense.

j. Infrastructure Audit

Lynn and Malcolm had started this using the RCCE basic template. The Village Hall Committee will respond after their January meeting and Lynn will liaise with the school. Zoe Hughes will respond on behalf of the Parents and Toddlers Group and a response has been received from Sian and Thelma on behalf of the Playgroup.

#### **4. SWOT Analysis**

Malcolm had drafted and circulated a SWOT analysis for discussion. Following discussions, it was agreed that this would be renamed "Prompts for Plan Author" and it was agreed that the list was not exhaustive. A copy of this renamed and slightly reconfigured document is attached.

#### **5. Agenda for Village Meeting on January 30<sup>th</sup> 2012**

After discussion the following segments and responsibilities were agreed:

- Playing Fields – Rob Stafford-Baker. Malcolm to contact Rob.
- Speed Limits – Paul Thompson. Malcolm to contact Paul.
- Broadband – Jonathon Burchill. Malcolm to contact Jonathon
- Aggregated Purchasing/Energy Savings – Malcolm and Jeff (Cowup).
- Local Food - Trisha
- Business Directory – Graeme Berry. Malcolm to contact Graeme.

Footpaths – Paul Thompson. Malcolm to contact Paul.  
Transport – Richard

It was agreed that Malcolm will do the introduction and close-out, and that we will appeal for people to form sub-groups on the night to actually get things done.

It was also agreed that a one pager will be printed for each person attending the meeting to summarise what the Plan is, how we got here and a list of subjects to be covered. It will also ask for nominations of any other subjects people think is needed. Trisha will draft a one-pager and circulate for comments.

A photographic competition will be launched at the meeting with prizes for those judged to be the top 3 – Toppesfield Village Shop vouchers for £30, £20 and £10 will be purchased. Trisha will contact Glynis Hughes and ask if she will judge the entries and Richard will write a brief for the competition for Trisha to incorporate into the one-pager.

Malcolm will produce leaflets for distribution publicising the January 30<sup>th</sup> meeting. The Village Hall is booked and no refreshments will be provided.

## **6. Stakeholder Engagement**

It was decided that letters to stakeholders are unnecessary and communications should be face to face.

## **7. Next Steps**

- a. Malcolm will draft a structure for the Plan by January 30<sup>th</sup>.
- b. Report to Village meeting on 30th January 2012
- c. Action plan groups meet, assemble evidence/data and report
- d. Draft action plans to be written by mid-March
- e. Review action plans
- f. Parish Council to write Plan introduction
- g. Brian will write a section on the village history and background
- h. Richard will consolidate the input into a Plan and harmonise it for look and feel
- i. David Oxnam will finalise the Plan.

## **8. Launch Party**

1<sup>st</sup> July 2012

## **9. Funding**

Malcolm informed the group that funds stand at £435 – 995 as VAT is to be reclaimed. He also informed the group that the PC has charged the costs of posting Vantage documents and updates on the Parish website to Vantage. It is believed that more funds will be needed to print the final version of the Plan

## **10. Any Other Business**

- a. The business meetings are attended by fewer and fewer people placing more work on those that do attend. However, it is hoped that people new to the process will join action groups. These action groups will report to the Parish Council or a sub-committee thereof. The Vantage business group will disband.
- b. The question was asked: "What if people do not volunteer to work in the action groups?". It was decided that should this happen, the actions will need to be prioritised.

## **11. Date of next meeting**

Public meeting planned for January 30th 2012 at 8pm in the Village Hall.