

**Minutes of the VANTAGE (Village Action Network - Toppesfield & Gainsford End) Final Meeting  
held on Monday 16<sup>th</sup> July 2012 - 7:30pm The Village Hall.  
This meeting was also the formal launch of the Village Plan.**

**Present:** 28 village residents including three Parish Councillors

**1 Apologies:** Councillors Peter Moore, John Levick, Shaun Sheldrake

**2 Minutes of the last VANTAGE Meeting** (14th May 2012)

These were posted on the PC website as a draft and no comments or corrections were notified. The minutes were therefore agreed and signed as a true and accurate record.

**3 Matters Arising**

- a) The Plan was published on the PC Website on Monday 2<sup>nd</sup> July 2012.
- b) The photographic competition was won by Shaun Sheldrake, with Molly Stevenson in 2<sup>nd</sup> place and Lyn McConnell in third. Prizes were presented.
- c) Graham Berry was thanked for the great job done in designing the document, and for arranging printing at an acceptable cost. The quality of finish was approved by all.
- d) A full article was prepared for the Newsletter, but it had not been circulated at the date of this meeting, neither was, therefore, the notice for this meeting.
- e) A Press Release had been drafted and copies left on each table for review and comment. MJB will arrange for communication.
- f) The make-up in funding to print the VP had been approved by the Parish Council to a maximum of £600.

**4 Acceptance of Village Plan Document**

The meeting was asked to accept the Plan on behalf of the village. Acceptance was unanimous. The Parish Council had formally adopted the Plan at their 7<sup>th</sup> June meeting.

**5 Arrangements for Distribution**

Each household in the Parish should receive a copy. Volunteers for distribution were noted and MJB agreed to supply enough for each distributor. Tight control is necessary to insure every house gets a copy and that copies are distributed to interested outside parties.

**6 Formal Handover of Village Plan**

The Plan was formally handed over to Councillor Alan Collard on behalf of Toppesfield Parish Council.

**7 Formal Dissolution of VANTAGE**

With all business complete, with the Plan launched and with the handover to Toppesfield Parish Council, the work of VANTAGE is complete and, under the agreements with RCCE and the Parish Council, VANTAGE had to be dissolved. The Parish Clerk was asked to prepare a statement of account to send to RCCE to close with them. Thanks were expressed to all who contributed over the two year period and to those who showed interest.

**8 Next Steps**

The Parish Council was asked to oversee the implementation of the Plan with due diligence. This could begin with a meeting of Group leaders with the Chairman of the Parish Council in September 2012. Conduct of the plan would be monitored through the Annual Parish Meeting and an independent review would be held in 2015.