

Minutes of the VANTAGE (Village Action Network - Toppesfield & Gainsford End) Business Meeting held on Monday 14th May 2012 - 7:30pm The Green Man

Present: Allan Collard, Nick Hasler, Malcolm Braithwaite (Chairman & Minutes), Richard Evers, Peter Moore, Jane Moore, Jonathan Burchell, Graham Berry, Kaaren Berry

1. **Apologies**, Mary-Ann Stevenson, Molly Stevenson, Clare Condie, Paul Thompson, Trisha Roberts, Brian Moody, Maureen Dimmock, Ros Castle
2. **Minutes of the last VANTAGE Meeting** (12th March 2012)
The minutes were agreed.
3. **Matters Arising**
Slight slippage in drafting dates but all still on time for launch on 1st July 2012
4. **Review of Draft Village Plan by Clear Group**
David Oxnam and Clear Group were thanked for the work put in to clarify the contents and re-arrange the headings for better overall effect. Generally approved with some alteration suggestions incorporated. Any further suggestions for alteration to be received by end of week.(All)
5. **Photographic Competition**
Some entries received but more desirable. MB to resend e-mail to registered villagers.
6. **Design of Document**
Graham Berry offered to complete the design. Photos to be forwarded after competition results are in. GB has also had a quote for printing a 20 pages document, folded and stitched - 300 copies – full colour = £419 + VAT (zero rated?). Paul Clark Printers gave a very approximate quote of less than £1200.
7. **Plans for launch**
Launch date still likely to be Sunday 1st July. There are no funds available for a big event, but a small gathering might be arranged to distribute VP copies for circulation to each household. It was also agreed to send copies to Government, District Council, MP, RCCE, etc. PM agreed to draw up a list of who should be targeted with a copy. MB requested that the Parish Council might consider the document for 'adoption' at its 7th June meeting, but a copy for each Councillor should be sent in advance of the meeting - KG to add to PC agenda. The importance of a positive, newsy Press Release with photographs was emphasised. MB agreed to look at this.
8. **Article for Newsletter**
An article has been requested for the Parish Newsletter. MB will draft and send to steering group members for approval. This article may form the essence of the Press Release, but it must be punchy, newsworthy and to the point!
9. **Funding**
The outstanding cost is the printing cost. KG was requested to provide an updated account for VANTAGE monies. Our application to secure funds from Awards for All was turned down on a number of grounds. The Parish Council might be approached to fund any shortfall. This would require filling in a request form (MB).
10. **AOB**
Current VANTAGE funds stand at approx. £900 but more will be needed to print the Plan. Malcolm has already warned the Parish Council and is working with Jan Cole to access additional funding from RCCE. Malcolm believes something in the region of £2000 is needed.
11. **Date of next meeting**
1st July – time and location to be announced.