

		<p>Rail Franchise Consultation process</p> <ul style="list-style-type: none"> – Public Transport Team wish to speak to Norman Baker – Environmental Teams are planning a Green Fair in March 2009 – TH to put Public Transport in touch with Norman Baker – TH to look into the LDC Transport Rep matter arising (Public Transport Team point 4) – TH contact the LDC Environment Councillor – TH to research who is East Chiltington Action Plan Chair, to open up dialogue regarding issues affecting our VAP and EC – TH & CJ to arrange to speak to the School ASAP – All Team Leaders to liaise with each other as required, particularly to discuss cross-cutting proposals 	<p>TH to act</p> <p>TH & CN</p> <p>All Leaders</p>
<p>6.</p>	<p>Funding</p>	<p>a) Early-Stage Funding</p> <p>The meeting agreed to go for the quick wins to get some money in the bank (Jumble sale on Sat 29 Nov 2008, Green Fair on Sat 7 Mar 2009 and a Garden Open day to be arranged), and then target other funding when more funds are required.</p> <p>b) Grant-Funding for ‘Major’ Action Plan Items</p> <p>The meeting agreed that we should encourage each of the teams to investigate the types of grants that might be available for their proposals, as they may have more expertise in these matters. The Steering Committee would be available to monitor, advise and research where required.</p> <p>The meeting agreed that Team Leaders should consider the realism of the proposal timescales at the earliest opportunity, and suggest amendments (and reasons) why timescales should change if necessary.</p> <p>c) Identification of Legal Entity for VAP Body</p> <p>MG said that following research, it would be best to be a voluntary body (possibly with</p>	<p>All Leaders</p> <p>All Leaders</p> <p>MG to act</p>

		<p>charity status) separate from, but linked to, the PC for governance and propriety reasons. The VAP would be autonomous, though answerable to the PC, in the same way the PPTFA operates with the school. It was agreed that MG sets out the proposal and its implications in a paper to be discussed with PC.</p> <p>d) Bank Account MG reported that the Post Office does not have a suitable cheque book account we could use for VAP, however we could use the Counter Service for transactions at any major bank. MG to look into the possibility of setting up an account at Nat West in Lewes.</p>	MG to act
7.	Insurance	<p>The Village Hall may have sufficient public liability insurance for the Jumble sale, (KS to ask Karen), however VAP will need its own insurance cover for any events operated elsewhere. TH to look into options.</p> <p>NOTE: In the meantime VAP volunteers must not take any risks and must check any proposed actions with Steering Committee</p>	KS to act TH to act
8.	Publicity	<p>The meeting confirmed the report for the Parish Magazine November 2008. TH noted that it would, from time to time, be essential for the Steering Committee to approve submissions out-of-committee to meet publication deadlines.</p>	
9.	Youth Champion	<p>The meeting was concerned that still no-one has come forward, and members were asked to consider options as a priority</p>	
10.	School/ Children's Survey	<p>The meeting agreed that VAP should visit the school, to discuss the process and results of the Children's Survey (and how it links to the VAP).</p>	TH to act
11.	Any Other Business	<p>Copy of Team Report and the Template re the Church Sunday School has been submitted for review by the Parish Council. In CJN's absence, KS has kindly agreed to review this with the PC on 21st October. TH suggested that KS review the document with the PC as Committee/Area Reports are covered on the Agenda.</p> <p>The meeting agreed with this proposal, and formally approved the action taken. KS to present this to PC</p>	KS to act

12	Dates of Next meeting	<p>Sub-Committee Meetings (all at Village Hall, starting at 7-30pm): 3rd November 25th November 12th January 2009 3rd February 2009</p> <p>Steering Committee Meetings (at Village Hall unless otherwise agreed): 11th November; 2nd December; 19th January; 10th February 2009</p> <p>(For information the Parish Council meetings are likely to be on 18th November, 9th December, 6th/13th January, 17th February 2009)</p>	All Leaders & Steering Committee members to take note
	End of Meeting	The meeting closed at 9-45 .	

Signed as a correct record:

CHAIR

(These minutes have been agreed by a quorum of the Steering Committee for lodging on the website. They are subject to ratification at the next Steering Committee meeting)