

Village Action Plan – Sub-Committee Meeting

Sub09/001



Monday 12th January 2009

7.30pm Committee Room Village Hall

Present:

Steering Committee: Tom Hawthorne (Chair), Carole Nicholson, Peter Baker, Kelvin Speirs, Michael Ward

Team Leaders/Representatives: Raymond Young and Gill Medhurst (Policing & Community Safety), Beverly Barrell (Facilities), Paul Nicholson (Business), Mike Barnard (Wildlife), Ruth Segal (Plumpton Goes Green)

Apologies: Mac Gardiner, Jonathan Taylor, Adrian Whittington (Road Safety), Barry Taplin (Public Transport), Kate Gold (Recycling & Village Tidiness), Catherine Jackson (Footpaths), Reg Stone (Communications), Terry Thompson (Housing Data Analysis),

<u>Agenda Item</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Apologies	<p>Tom Hawthorne welcomed everyone to the 4th meeting. It was very encouraging to see that the Teams were still working hard and that a huge number of initiatives were being progressed and lots of good ideas were emerging.</p> <p>Apologies had been received from those listed above. Ruth Segal was representing the Recycling & Village Tidiness Team this month as well as her own Plumpton Goes Green Team.</p>	
2. Approval of Minutes	<p>The meeting approved the minutes of the meeting held on 25th November 2008 (meeting Sub08/003).</p>	
3. Matters Arising - Number of Volunteers	<p>CJN noted that the overall number of volunteers committed to one or more Teams has remained at 78. Team Leaders confirmed that there had been no other changes to the database of volunteers. Mac Gardiner noted that he was hopeful that he may have two more contacts who were interested in joining the Facilities Team – one of whom has project management experience. Beverly Barrell agreed to provide contact details to CJN.</p> <p>TH reported that Adrian Whittington had indicated that he needed to step down as Road Safety Team Leader as with the benefit of hindsight he had found that the role required more negotiation with the various bodies in the village than he had originally envisaged, and as he worked full-time he felt that he needed to withdraw as he felt that he had inadequate time to give such an important project. The meeting expressed its gratitude for all that he has achieved so far and that he had set out a very clear way of working which had been a good example to all. TH indicated that with the benefit of hindsight, it had become clear as the work progressed that Road Safety issues were emotive issues for the</p>	BB

	<p>village and it was now obvious that many stakeholders wished to be involved. In order for the Team to be able to carry on with its objectives, the Steering Committee had decided to engage more closely with the Team so that at least two more members from the SC would volunteer for this Team and be in attendance at meetings. Further details would be discussed at the Steering Committee meeting on 19th January and then explained to the Team at their next meeting on 28th January.</p>	
3.1. Jumble Sale	<p>TH reported that the Jumble sale on 29th November had brought in a total of £847.17. He thanked everyone for their effort. It was an excellent result as it had been the last one in a run of 9 sales – and had been one of the highest returns. It gave the VAP project an excellent start and the Teams could make their recommendations in the knowledge that for small items of expenditure funds were now available. Applications for funds would still need to be made in the prescribed way.</p>	
3.2. Green Fair	<p>The Steering Committee has decided to go-ahead with a Plumpton ‘Green’ Fair on Saturday 7th March 2009. All marketing material would make it clear that it is being run by the Plumpton Village Action Plan.</p> <p>The objectives are as follows:</p> <ul style="list-style-type: none"> • Show-case what the VAP has achieved and is planning • Raise awareness of environmental issues in the village • Engage and hopefully enthuse the community • Encourage people to get involved in supporting the sustainability of the community • Provide information • Get young people involved <p>The meeting confirmed that the event would raise awareness of sustainability issues in the village and demonstrate the progress of the VAP so far. It was also hoped that when the Teams show-cased what they are doing, it might bring in more volunteers for specific projects which would help spread the load for some Team members.</p> <p>The meeting agreed that the event would run from 12 noon to 4pm.</p> <p>The following points were clarified:</p> <ol style="list-style-type: none"> a) Ruth Segal is liaising with school to make sure children are involved – which should encourage parents to visit the Fair too; b) It was felt that TH and CJN should try and meet the new School Head to explain the background to the VAP and how important the school involvement is; c) TH would extend an invitation to Norman Baker 	<p>ALL</p> <p>RS</p> <p>TH/CJN</p> <p>TH</p>

	<p>and to Meg Stroude;</p> <p>d) Ruth Segal reported that good progress was bring made in signing up producers, in spite of fact that date clashes with the Lewes Farmers' Market;</p> <p>e) TH would confirm that AIRS were definitely show-casing their 21st century sustainable village;</p> <p>f) TH was very hopeful that VAP would be able to announce its new web-site. Stuart Green is doing some excellent work in helping to establish it;</p> <p>g) It was agreed that the event potentially could generate more volunteers now that specific projects within each Team were now established and clear.</p> <p>It was agreed that the detail should be left until the meeting on 26th January, specifically set aside for finalisation of the details for the Green Fair. All four Environment Team Leaders should come, if possible, and those Teams planning on having a stand at the Fair should also be represented.</p>	<p>TH</p> <p>ALL</p>
3.3. Youth Champion	<p>TH and CJN met with Jan Murphy on 10th December from the ESCC Youth Development Service. She will be allocating one of her Youth Workers to Plumpton, who has experience of helping communities set up youth councils. TH and CJN will follow this lead up as soon as possible.</p>	<p>TH/CJN</p>
3.4. Insurance	<p>TH reported that the SC had approved the insurance cover. TH now has the final policy from the insurance company. It will be signed once the main points of the contract have been agreed by the Steering Committee on 19th January.</p>	<p>TH</p>
3.5. Website	<p>CJN had previously sent out a request for each Team to prepare a short resume of their Team's objectives and approach so that a page for each Team could be placed on the new website, currently being built by Stuart Green. It will be www.plumptonvap.co.uk. To date, 5 had been received from Team Leaders as originally requested. TH and CJN thanked those Team Leaders for their efforts. It was suggested that the others may like to send in their resumes by Friday 15th January.</p> <p>TH enquired if anyone had any problems with it. Michael Ward had kindly agreed to collate everyone's into a cohesive product. SG had indicated that he would be able to complete the loading up of material by the time of the Green Fair on 7/3/09.</p> <p>There was some discussion about the need for a Plumpton over-arching website. TH had discussed this in outline with S Green and R Stone. It was agreed that a meeting should be arranged with representatives</p>	<p>ALL</p> <p>MW/SG</p>

	<p>from the Steering Committee, S Green, R Stone, N Satchell, other members of the Communications Team, the Business Team and possibly reps from other Teams.</p> <p>It was also reported that from the February 2009 Parish Magazine there would be four pages dedicated to VAP, which Bim at the shop had kindly agreed to sponsor. The first edition would concentrate on Green Fair issues. CJN explained that it was likely that from the March edition it was being reviewed whether or not to showcase one Team per month. As the Wildlife Team would be launching the new Society at the Green Fair it was anticipated that this Team would be focussed on first.</p>	ALL to note
3.6. Liaison with Parish Council	CJN noted that all the approvals that were requested from the PC were given.	
4. Review of Recent Formal Proposal Submissions	<p><u>4.1 Historic Landscape Characterisation (PGG Team)</u> CJN reported that the proposal, advised to the Sub-Committee at the meeting on 25th November, to build up a full project plan for Plumpton's Historic Landscape Characterisation had been approved by the Steering Committee and had been presented to the PC for noting.</p> <p><u>4.2 Expanded Parking at the Station (Road Safety Team)</u> The Steering Committee had reviewed the proposal. However, it had been decided that it should be part of a wider study looking at all aspects of the playing field and had agreed that the vision for the playing field area is as follows:</p> <ul style="list-style-type: none"> • The best possible and affordable sporting and recreational facilities for the village community. Ideally and provided there was wide support in the community a new, high quality pavilion and enhanced playing field area; • Safe parking facilities near the station, which meet the needs of the community as a whole (more spaces for village commuters, better safety, less inconvenience for residents) <p>The proposal had been helpful in that it had opened up debate on all aspects of the playing field. To this end, representatives from the Playing Field Committee would be joining the Facilities Team, and vice-versa. KS thought that the Playing Field Committee would need to meet more regularly, probably on a monthly basis, should the new Pavilion project be agreed.</p> <p><u>4.3 Societies Day (Facilities Team)</u> The Steering Committee had approved the Societies Day and this had been set for Sunday 19th April in the Village Hall. The proposal had been noted by the PC. There would need to be further discussion about the arrangements for the Day shortly. Beverly Barrell</p>	BB

	<p>agreed to make a plan leading up to the 19th April.</p> <p><u>4.4 Expansion of Waste Collection Facilities (Recycling Team)</u></p> <p>A proposal had been received in regard to collection of Tetra-Pak. A draft proposal was also circulated for discussion on the collection of cardboard.</p> <ul style="list-style-type: none"> • The meeting was advised (due to the early PC meeting) that the Steering Committee had approved the tetra-pak proposal to submit a request to Tetra-Pak for a further collection facility to be placed in Plumpton at the Playing-Field recycling area. The meeting was supportive of the proposal and wished the team success in hopefully being able to implement the scheme. The proposal would be submitted for approval to the Parish Council for 13/01/09. It was hoped that in the future the site could be turned round to make access easier. (This had been in the proposal previously put forward for improved parking arrangements at the playing-field). • The meeting was supportive of the cardboard collection proposal but sought further clarification of the ownership of the scout-HQ area, the need to engage with local residents and the publicity associated with the proposal, being mindful that too much publicity might result in business users. TH undertook to consult with Rodney Hills regarding ownership of the Scout HQ. • The meeting noted the action to write an article giving clarity to the kerbside collection arrangements The PC would be informed. • The meeting noted the action to arrange for collection of Christmas cards at the shop, in support of The Woodland Trust. The PC would be informed. 	<p>CJN</p> <p>K Gold</p> <p>TH</p> <p>CJN</p> <p>CJN</p>
4. Team Leader Reports	<p>Each Team Leader/Team representative gave an overview of the Team's work since the last Sub-Committee meeting. Where the Team Leader was not present, the meeting made reference to their minutes/reports that had been submitted.</p> <p>The feedback from these reports is given in the attached Team Leader Reports.</p>	ALL
5. Any Other Business	<p>Those present completed their email addresses on standard forms for Stuart Green to upload onto the new VAP website.</p> <p>TH agreed to contact other Team Leaders and to liaise with S Green.</p>	TH/SG
6. Dates for Future meetings	<p>3rd February 2009</p> <p>3rd March 2009</p> <p>7th April 2009</p>	ALL

	(For information the Steering Committees are likely to be on; 19 th January; 10 th February 2009, 9 th March 2009, 14 th April 2009) (For information the Parish Council meetings are likely to be on, 13 th January, 17 th February 2009, 17 th March 2009, 21 st April 2009)	
7. End of meeting	The meeting closed at 21.45pm	

Signed as a correct record:

CHAIR

(These minutes have been circulated to all attendees and also lodged on the website. They are subject to ratification at the next sub-Committee meeting)