

Village Action Plan – Sub-Committee Meeting

Sub09/002



Monday 26th January 2009 7.30pm Committee Room Village Hall

Present:

Steering Committee: Tom Hawthorne (Chair), Carole Nicholson, Mac Gardiner, Kelvin Speirs, Jonathan Taylor, Michael Ward

Team Leaders/Representatives: Kate Gold (Recycling & Village Tidiness), Catherine Jackson (Footpaths), Mike Barnard (Wildlife), Ruth Segal (Plumpton Goes Green), Raymond Young (Policing & Community Safety), Emma Greening (Housing Data Analysis), Beverly Barrell (Facilities), Paul Nicholson (Business)

Apologies: Peter Baker, Barry Taplin (Public Transport), Reg Stone (Communications)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Apologies	<p>Tom Hawthorne welcomed everyone to the 5th meeting. This meeting was being held to look at the arrangements and logistics for the Green Fair on 7th March 2009.</p> <p>Apologies had been received from Barry Taplin; however, TH and CJN would be meeting with this Team on 3/2/09 and would decide then if a Team stand was thought to be useful. TH and CJN were also meeting the Road Safety Team on 28/1/09 during which it was hoped a new Team Leader would be chosen and the arrangements for the Team at the Green Fair decided.</p> <p>The Housing Data Analysis Team was being represented by Emma Greening.</p> <p>Reg Stone (Communications Team) had sent his apologies, but had sent CJN a paper setting out his suggestions for publicity before and after the Green Fair.</p>	
2. Green Stands	See separate schedule	
3. Local Producers	See separate schedule	
4. Team Stands	See separate schedule	
5. Other Issues	<p><u>a) Involvement of school children</u></p> <p>The meeting felt that this aspect was fairly crucial to the success of the event – as the involvement of children would bring in the parents.</p> <p>TH suggested that CJN and R Segal visit school to give the new Head an overview on VAP and ensure that the children have an opportunity to be involved (the meeting considered several options: a poster competition about 'green' issues; making toys from</p>	CJN and R Segal

	<p>recycled waste). The meeting noted that school had been given a £4K grant for outdoor gardening activities.</p> <p><u>b) Funding for display material</u> TH requested that where possible Teams try and use their own resources to produce leaflets, volunteer sheets etc. However, he noted that some Teams may not have such facilities and that Team Leaders should not feel inhibited from seeking funding from the Steering Committee, as limited funds were available from the recent Jumble Sale. The Steering Committee may be able to help with any printing and laminating of material.</p> <p>Teams were encouraged to ensure that their display material could be used more than once as there may be further opportunities to update the village on activities eg APM/Societies Day/Village Fair.</p> <p><u>c) Co-ordination of display material and layout of Halls</u> Jonathan Taylor confirmed that Alison Taylor would be willing to help with displays and planning layout of Halls. Ruth Segal was also happy to help. Display material was up to each Team – however, the Steering Committee would be very happy to review any Team’s work if required. It was noted that space for parking cars would be at a premium due to outside displays.</p> <p><u>d) Lunches plus teas/refreshments</u> Ideally these would be locally made using locally grown produce. The idea was suggested that Ploughman’s lunches could be made using Plumpton Mill bread, Karen Beard chutneys and local cheese. Bacon butties were also suggested. Sylvia Johnson had agreed to organise the lunches and teas/refreshments.</p> <p>It was hoped that cakes would be provided from local producers. Team Leaders were to ask their team members and friends to make cakes, etc and advise Tom Hawthorne accordingly.</p> <p><u>e) Logistics re display boards, tables etc</u> The following was noted:</p> <ul style="list-style-type: none"> i) Alison Taylor and Ruth Segal would work together to agree layout of Halls ii) That CJN should ask Horticultural Society to borrow tables/display boards iii) That coloured paper should be used to cover the tables iv) That CJN should arrange access to Hall the evening before (6/3/09) and same morning (7/3/09) v) That an approach should be made to school 	<p>ALL</p> <p>Alison Taylor and Ruth Segal</p> <p>Paul Nicholson to co-ordinate Plough man’s</p> <p>ALL; TH to work with Sylvia Johnson</p> <p>AT/RS</p> <p>CJN</p> <p>AT/RS</p> <p>CJN</p> <p>TH</p>
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	<p>to borrow tables/display boards</p> <p>vi) That an approach should be made to college to borrow display boards/tables (Note – college is having their open day on 7/3/09 so boards may not be available</p> <p>vii) That the race-course may have display boards</p> <p>viii) That all Teams finalise their space and display requirements to Ruth Segal as soon as possible</p> <p><u>f) Other attractions</u> Whilst this is not supposed to be a fund-raising event, the meeting agreed that the event should at least aim to cover costs. The following ideas were suggested:</p> <p>a) tombola b) raffle for hamper containing local produce c) other games (eg those run by the Hort Soc)</p> <p><u>g) Publicity</u> Reg Stone is organising:</p> <p>i) articles in local newspapers/magazines ii) posters around village iii) broadcast by local radio stations iv) photos with VIPs (eg Norman Baker with Steering Committee and also Environment Team leaders; ditto Meg Stroude)</p> <p>The meeting also felt that it would be timely to prepare a summary leaflet of what actions VAP has achieved so far and what is in the pipeline – for handing out to visitors to the Fair</p>	<p>TH/Paul Nicholson</p> <p>Paul Nicholson ALL</p> <p>TH PWN CJN</p> <p>Reg Stone</p> <p>Carole Nicholson to draft</p>
6. Any Other Business	<p>TH asked Team Leaders that had not already done so to complete the standard form 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> <p>MW was working on the opening pages for the website and once TH and CJN were happy, would be liaising with SG.</p> <p>MW would then work on shaping the other web pages for each of the Teams.</p>	<p>TH/SG</p> <p>MW/TH/CJN/SG</p> <p>MW</p>
7. Dates for Future meetings	<p>3rd February 2009 3rd March 2009 7th April 2009 5th May 2009</p> <p>(For information the Steering Committees are likely to be on: 10th February 2009, 12th March 2009 (tbc), 14th April 2009, 11th May 2009)</p> <p>(For information the Parish Council meetings are likely to be on: 17th February 2009, 17th March 2009, 21st April 2009, 19th May 2009)</p>	<p>ALL</p>
8. End of meeting	<p>The meeting closed at 9 pm.</p>	

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)