

Village Action Plan – Sub-Committee Meeting

Sub 02/11

Tuesday 2nd November 2010

8.00pm Committee Room Village Hall



Present:

Steering Committee: Tom Hawthorne (Chair), Carole Nicholson, James Anwyl, Mac Gardiner, Kelvin Speirs, Oliver St John, Michael Ward

Team Leaders/Representatives: Ruth Segal (Plumpton Goes Green), Beverly Barrell (Facilities), Oliver St John (Road Safety and Public Transport), Catherine Jackson (Footpaths)

Apologies: Paul Nicholson (Business), Raymond Young (Policing & Community Safety), Carol Turner (Youth Forum), Reg Stone (Communications)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Apologies	Tom Hawthorne welcomed everyone to the 21st meeting. Apologies had been received from those listed above, all of whom had given updates prior to the meeting.	
2. Approval of Minutes	The meeting approved the minutes and Team Leader report of the meeting held on 7th September 2010 (meeting Sub 01/11). They would be placed on the VAP website as soon as possible.	
3. Matters Arising	<p>3.1. Number of Team members</p> <p>CJN noted that the current number of volunteers that are working in a VAP Team is currently 79.</p> <p>The meeting noted that Beverly Barrell had indicated that she needed to stand down as Facilities Team Leader, but had agreed to stay 'in post' until a successor had been found. The Team was meeting the following evening and had the appointment of a successor on the agenda. BB noted that she would remain a Team member as she was very interested in the projects, but felt that she did not have sufficient time to lead such important work through to conclusion.</p> <p>The meeting also noted that following the decision by the Parish Council, following review of the results from the recent Housing Needs Survey, to set up a Sub-Committee to look more deeply into the possibility of a small development of affordable housing for local needs, Terry Thompsett, a PC, had indicated that he would like to join the Sub-Committee to make sure that VAP 'had a voice' in the deliberations. The meeting agreed that this made sense as he had been the former Team Leader. He had agreed that he would engage with the VAP Housing Team when appropriate.</p>	
3.2. Feedback following recent events	<p>3.2.1. AirS Conference 23rd September 2010</p> <p>TH and CJN had attended the conference and represented Plumpton with a VAP stand. Terry Thompsett had also attended the event. The stand had proved to be popular with attendees at the fully sold-out conference (over 170 attendees). As part of the conference AirS, in conjunction with Brighton University,</p>	

	<p>had presented the 21st Century Village which had alluded to Plumpton as ‘an exemplar’ for establishing a successful VAP.</p>	
	<p>3.2.2. VAP Annual Meeting 28th September 2010 The meeting agreed that although the meeting was largely attended by VAP team members, it had been a well planned meeting with again, the presentations by Team Leaders the most useful and enjoyable part of the event. Meg Stroude, ESCC, had attended and took the trouble to praise the efforts of every team and mentioned how well Plumpton was becoming known across the County for the success of its VAP. Those attending the Annual Meeting felt that Plumpton was already well down the ‘Big Society’ road. TH confirmed to the meeting that Peter Baker and Jonathan Taylor had stepped down from the Steering Committee, and that the new members were James Anwyl from the Facilities Team and Oliver St John who is involved with the Road Safety and Public Transport Teams. TH and CJN remained as Chair and Vice-Chair/Secretary respectively, OSTJ would gradually be dealing with the magazine pages. JA was appointed as Treasurer.</p>	
	<p>3.2.3. Footpath Walks Leaflets Launch 10th October CJ reported that the launch of the eagerly awaited sets of Walks Leaflets was on Sunday 10th October with a short walk from the Station to the Half Moon, starting at 11am, with free refreshments offered at the Half Moon. The event had been very well-attended with over 50 people present in warm Autumn sunshine and everyone had not only enjoyed the walk but praised the Half Moon for the drinks and canapés they had provided. Official representatives on the day included: Tom Hawthorne – District Councillor Katherine Hale – Collabor8 (funding partner) Jeremy Leggett – CEO Action in Rural Sussex and Board member of South Downs National Park Phillippa Morrison-Price – SDJC Ranger Peta Phipps (designer) There had been very positive feedback from those attending the event. There had been excellent publicity in both the Mid-Sussex Times and the Sussex Express. The Lewes Tourist Office had been in touch requesting copies of the leaflets for both Lewes and Seaford. The village shop had a display, and it was anticipated that they would soon be available at local stations and pubs. Louise Sheeran had done an excellent job in uploading them onto the VAP website for downloading. One copy per household would be inserted in the December magazine so that everyone had access. The meeting complemented the VAP Footpath Team on the quality of the product.</p>	
	<p>3.3.4. VAP Jumble Sale 23rd October 2010 TH noted that this event had been hugely successful and thanked CJN for the excellent organisation. All the stands had been well stocked, including the tombola and</p>	

	cake stand, and attendance had been very good. Total funds grossed £969.29.	
4.0. Future VAP Events	<p>4.1. Draught-Busting Event 4th November 2010 Ruth Segal noted that the usual publicity had been carried out for the event with parish magazine article, posters, parish pump and email circulation. The evening event in the Small Hall would be a similar format to the Home Energy Saving Event in May, with residents speaking about their own experiences. Matthew Bird would be present from LDC to answer questions about building control. Barry Taplin would be talking about home energy audits. The main theme would be to try and demonstrate to attendees how to save energy and cut costs by reducing draughts. There would also be an opportunity for residents to pick up copies of the Community Footprint questionnaire. Reg Stone had organised reporters from the Mid-Sussex Times and Sussex Express to interview CJN and RS about the community footprint initiative and the ‘green’ issues in the village. The meeting wished RS every success with the event.</p> <p>4.2. Business Breakfast 17th November 2010 PWN had noted that there has been sufficient positive response from businesses in the community to make the event worthwhile. The event is being hosted by the Half Moon from 8am to 9.30am (sharp) and there would be a number of speakers including Tom Hawthorne (LDC), Katherine Hale (Collabor8), Don Cranfield (Plumpton College), Lucy Knott (LDC). Meg Stroude (ESCC) is also attending.</p> <p>4.3. Festive Fair 27th November 2010 PWN, RS and Sue Whittaker had met recently to discuss the logistics for this. The stands were now fully booked with 33 stalls. There will be a good variety of produce enabling people to buy or order virtually all their provisions for the main Christmas meal. In addition there would be plenty of craft stalls selling Christmas gifts. There would be a raffle, run by Karen Speirs, which would have high quality prizes mainly donated by local businesses. These would include a large hamper provided by the Village Shop. Mike Murphy of the Sussex Wildlife Trust was organising children’s activities. Through PWN, the Primary School would be holding a Christmas card competition which would be judged at the Fair. The Rangers had enthusiastically agreed to run the refreshments for both lunches and teas. Postcard ‘invitations’ would be distributed shortly and would be put at the shop, the station, local pubs and farm shops, and posters would also be placed in 20 locations.</p>	
5. Liaison with Parish Council	The meeting noted that there had been no formal submissions to the Parish Council since the last meeting. However, CJN had informed the Councillors about the	

	<p>Walks Leaflets launch, the Draught-Busting event and the Festive Fair.</p> <p>The last meeting's Team Leader report would be submitted in time for the PC meeting on 6th November.</p>																	
6. Team Leader Reports and Review of Proposal	<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																
7. Any Other Business	<p>7.1. Magazine for December 2010</p> <p>The meeting agreed that some or all of the following would be included in the magazine:</p> <ul style="list-style-type: none"> • Food for Thought recipe • Report following the Draught-Busting Event • Report following the Walks Leaflets Launch • Report from the Jumble Sale • Notice about the 'Train' Event on 17th December • Information Booklets for new residents • Reminder to residents not to leave glass at recycling area • Emergency Plan – and if space: • Thanks to Plumpton College and the Race-course for sponsoring the pages through out 2010. • Advert for the Notecards (if space permits) <p>The deadline is 8th November for copy to Reg Stone. Copy should be sent to CJN by Friday 5th November.</p> <p>7.2. Sponsorship of VAP pages in Magazine in 2011</p> <p>Plumpton College and the Race-course had agreed to continue to provide sponsorship to VAP for three pages in the Parish Magazine throughout 2011. A letter of thanks would be written on behalf of VAP in due course.</p> <p>7.2. Future Events</p> <p>TH reminded the meeting of the following dates:</p> <p>Draught-Busting Event 4th November Business Breakfast 17th November Festive Fair 27th November</p>	CJN, OSTJ, ALL																
9. Dates for Future meetings	<table border="1"> <thead> <tr> <th>VAP Sub-Committee</th> <th>VAP Steering Committee</th> </tr> </thead> <tbody> <tr> <td></td> <td>Tuesday 7th December 8pm</td> </tr> <tr> <td>Tuesday 25th January 8pm</td> <td>25th January (if needed after Sub-C meeting)</td> </tr> <tr> <td></td> <td>Tuesday 22nd February 8pm</td> </tr> <tr> <td>Tuesday 22nd March 8pm</td> <td>22nd March (if needed after Sub-C meeting)</td> </tr> <tr> <td></td> <td>Tuesday 19th April 8pm</td> </tr> <tr> <td>Tuesday 24th May 8pm</td> <td>24th May (if needed after Sub-C meeting)</td> </tr> <tr> <td></td> <td>Tuesday 7th or Tuesday 28th June 8pm</td> </tr> </tbody> </table>	VAP Sub-Committee	VAP Steering Committee		Tuesday 7th December 8pm	Tuesday 25th January 8pm	25th January (if needed after Sub-C meeting)		Tuesday 22nd February 8pm	Tuesday 22nd March 8pm	22nd March (if needed after Sub-C meeting)		Tuesday 19th April 8pm	Tuesday 24th May 8pm	24th May (if needed after Sub-C meeting)		Tuesday 7th or Tuesday 28th June 8pm	ALL
VAP Sub-Committee	VAP Steering Committee																	
	Tuesday 7th December 8pm																	
Tuesday 25th January 8pm	25th January (if needed after Sub-C meeting)																	
	Tuesday 22nd February 8pm																	
Tuesday 22nd March 8pm	22nd March (if needed after Sub-C meeting)																	
	Tuesday 19th April 8pm																	
Tuesday 24th May 8pm	24th May (if needed after Sub-C meeting)																	
	Tuesday 7th or Tuesday 28th June 8pm																	
10. End of meeting	The meeting closed at 21.30.																	

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)