

RAINOW PARISH PLAN

Minutes: Meeting No. 9

Minutes of Meeting No. 9 of the Rainow Parish Plan Steering Group.

Wednesday 19th October 2005, at the Church Centre

Chair: Alan Brett

Present: Ian Brammer
Nick Carter
John Leigh
Sheila Brammer
Ken Butler
Gary Roebuck
Clare Foat
Bob Langstaff
Colin Pickford
Iain Townley
Steve Rathbone

<p>8/01 Apologies for Absence</p> <p>Received from Richard Leigh, David Pickford and Judy Wilkinson</p>	<p>Action</p>
<p>8/02 Minutes of Meeting No. 8</p> <p>Accepted as a correct record</p>	
<p>8/03 Matters Arising</p> <p>A Brett has spoken to Zach Wilcox who, whilst relinquishing his role as leader of the Social Focal Group, wishes to be kept in the e-mail loop.</p> <p>KB to give NC copies of the Needs Questionnaire for the Traffic Focal Group</p> <p>RL is to contact NC to confirm the make up of the Traffic Focal Group.</p>	<p>RL</p> <p>KB</p>
<p>8/04 Membership</p> <p>Ian Brammer and Steve Rathbone are on the Traffic Focal Group in addition to Nick Carter and Brian Kilcoyne Colin Pickford is on the Economics Focal Group</p>	<p>RL</p>
<p>8/05 Treasurer's Report and Financial Issues</p>	

<p>The bank balance is £2605.69. There are items yet to be paid to Mail Boxes and to R Langstaff.</p>	
<p>There is no longer a requirement to process cheque approval through the meeting.</p>	RL
<p>The funding body will be unable to disburse more than 90% before the end of the project. A Brett, R Langstaff, S Rathbone and K Butler will produce a budget plan. Future expenses will include the production of a Shorter Plan; a Full Plan and will provide for the possible need for an Action Plan questionnaire and / or a Public Meeting.</p>	
<p>8/06 Focal Group Reports</p>	AB / RL SR / KB
<p>Draft proformas have now been produced, the one for the Social Focal Group having been presented by Tony Nichol.</p>	
<p>At K Butler's suggestion it was agreed that Focal Leaders will read each other's proformas and pass any appropriate comments between them. This would take place prior to an ACTION PLAN MEETING comprising Focal Group Leaders and R Langstaff, under the Chairmanship of Alan Brett. The meeting was scheduled for Friday 4th November at the Church Centre. All leaders would then have a rounded overview of the substance of the Action Plan and should ensure that all matters raised find a place in the Draft Plan.</p>	AB Focal Group Leaders RL
<p>It was thought necessary that Peak Park be approached about concerns arising from Questionnaires discussed in the Countryside Focal Group. A separate meeting should be held with them after the Action Plan Meeting of 4th November.</p>	
<p>AB & RL to provide notes about the Youth Meeting</p>	
<p>8/07 Plan Design and Content</p>	CP / RL
<p>AB, IB and RL will meet to discuss the Plan Structure within the guidelines of the DRAFT REPORT STRUCTURE issued by AB and would include, where relevant, on the progress made to date by the Parish Council . The Plan would be designed to be readable and not too 'wordy'. Bulky evidence on each item will need to be separately documented and available.</p>	AB / RL
<p>8/08 Action Plan Questionnaire</p>	AB / IB RL
<p>A discussion took place on how best to time the delivery of a further questionnaire. This led to further discussion about the programme in general. Ken Butler to check with regards to the final date for the availability of the funding. Alan Brett to draw up a revised programme.</p>	
<p>8/10 Public Relations</p>	
<p>RL will address the Mother's Union in January 2006.</p>	KB/AB
<p>8/11 Communications</p>	
<p>A new contacts list is required for the Website.</p>	

<p>8/12 Any other business</p>	
<p>Colin Pickford has spoken to Alan Taylor, Chairman of the Parish Council. It was reaffirmed that (as previously discussed at the meeting between the Parish Plan Steering Group and the Parish Council) wherever appropriate, a Parish Councillor would be attached to, or consulted by, each Focal Group.</p>	<p>RL</p>
<p>8/13 Date of Next Meeting</p>	<p>RL</p>
<p>Monday 30th November 2005. 7pm Church Centre</p>	<p>FG leaders</p>