

Standon Parish Council

Parish Plan Working Group

Minutes of a Meeting held on Wednesday, 16th December 2009, in the Lankester Lounge, Standon & Puckeridge Community Centre, at 7pm.

Present:

Cllr. Ruth Arikans (**RA**), Cllr. Ken Goodsell (**KG**), Act. Chair - Cllr. Alex Lang (**AL**), Mr. Michael Marshall (**MM**).

Apologies: Cllr. Emma Painter (**EP**), Cllr. Richard Stacey (**RS**)

Minutes of Last Meeting – 17th November 2009:

These were Agreed to be an accurate record of the Meeting.

Matters Arising from those Minutes:

No matters were arising from those Minutes.

Pilot Questionnaire – Results:

Two hundred Questionnaires had been distributed – 19 responses had been received – 10% being about the national average – and the results are shown at Appendix A to these Minutes.

Information gained from this exercise would help shape the final Questionnaire.

PS News:

Space in the March edition of PS News has been reserved. This will be either a four or eight page pull-out supplement, in the centre of PS News – and would be dependent on the length of the final Questionnaire and its layout, and inclusion of possible 'Sponsor' space.

A 'flash' banner was to be placed on the front page alerting Parishioners to the Questionnaire inside.

EHDC Funding:

At the suggestion of the CDA, an approach had been made to EHDC with regard to possible funding – either theirs, or through external sources. A response was awaited.

Rob Street/John Phillpott:

Rob Street had Agreed to provide input to the Plan and initially, would e mail his comments to the Chair.

John Phillpott has yet to be approached.

Sponsorship:

Standon Parish Council had Agreed to underwrite the Parish Plan exercise to the value of £1,000 should we be unable to attract external funding or Sponsorship.

Possible village based Sponsors to be approached: Oliver Minton, Ensum Brown, City Roofing, KB Tyres, and the Company moving into the old Soya Bean Flour unit on Station Road.

May Day Event:

A Draft version of the Plan should be available by May Day 2010.

'E' versions could be sent if requested and hard copies viewed on the stall with a limited number available to be taken away. Further input would be sought at this event which could be incorporated into the Final version.

Project Charts – Update:

MM had updated the flow-chart relating to progress so far, the timespan as affected by publication dates etc., and would bring a revised version to the next Meeting.

There was discussion around the issue of collating information for inclusion into the Plan, and incorporating the Parishioners feedback. Although this would involve considerable time and effort, it was felt that as some of the basic information relating to the Parish could be done now, the timescale was realistic.

RA would prepare a 'basic' document electronically, which could then be mailed round the Working Group for their input. Much would be drawn from the previous Plan and updated – with suitable acknowledgements being made.

E Mail Address:

It was noted that the suggested e mail address was parishplan@standonparishcouncil.co.uk and that this would be used as a 'letterbox' for Parishioners comments during the Consultation process, as well as for the return of completed Questionnaires. This was to be made 'live' as soon as possible.

Public Meeting Format – 2nd February 2010:

This was Agreed to be an informal Meeting. The idea being that people will attend the Community Centre between 7pm and 9pm, be greeted by the Parish Plan Working Group members and other Parish Councillors, and would sit at tables around the Hall rather than in rows of chairs listening to an address from the top table followed by questions from the public. This was also an opportunity to advise Parishioners that the Questionnaire would appear 'online', and in the March edition of PS News, and to where the completed forms were to be returned.

The chosen method would allow individual comment to be heard – rather than the audience being 'led' by the more vociferous speakers. Issues raised would be noted and subsequently fed into the Parish Plan.

An information sheet, stating the purpose of a Community Led Plan, is to be produced, this would act as an aide-memoire for those asking the questions.

Drafting of Questionnaire:

AL is to seek sample copies of Questionnaires from HAPTC and draft an initial version for our own use which would incorporate issues raised from our Pilot Questionnaire. When available, this would be sent to the Working Group members for their consideration and input.

Photographs:

RA advised that a supply of photographs was already available and more pictures would be taken to show the villages in different seasons, various locations, and specific points of interest. A selection would be incorporated into the Plan, together with a map of the Parish which would help with the design layout and break-up large blocks of text.

Any Other Business:

Information on how we feed the Parish Plan into the County Structure Plan was required, and copies of the current and previous (which should contain details of our earlier Plan) plans were to be obtained by **AL**. Armed with these documents, we should be able to include in the new Parish Plan, actions and achievements resulting from the 1991 version.

Date of Next Meeting:

This was Agreed to be held on 12th January 2010 at 7.30pm in the Lankester Lounge, Community Centre, immediately following the Planning Committee Meeting.

There being no further business, the Meeting finished at 8.15pm.

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Agriculture	3
Amenities – Community Centre, Village Hall, Recreation Ground, Health Centre etc	8
Bus Stops	5
Community Life	8
Environment	6
Facilities for: Under 5's, 5 – 12 yrs, 13 – 18 yrs, Senior citizens, Disabled	7
Housing – development, planning	9
Policing	6
Public Transport – buses, cars, bicycles etc.	8
Roads/Pavements	10
Schools	6
Shops	7
Sports	4
Traffic	12
Websites – Parish Council, Community Centre, Village	3
Wildlife	6
Allotments	2
Footpaths/Bridleways	3
Churches/Church life	1

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Answers to 'if you could change one thing in the Parish what would it be?'

- 1 - Enter Best Kept Village Competition
- 1 - Become a Fairtrade village
- 1 - Seek a Twin Town
- 1 - Route the A120 out of village – to the North
- 2 - Traffic control at Station Rd/A120
- 1 - More buses in/out of village (P & S)
- 1 - More affordable housing
- 1 - Speed cameras each side of village on A120
- 1 - Dog Patrols re fouling
- 1 - Convert Car Park at Century Hall to Public use
- 1 - Litter
- 3 – Standon High Street to 20mph
- 2 - Stop rat-run through villages
- 1 - Drains
- 1 - Refuse collections
- 1 - EHDC liaison with Parishioners