

# **Standon Parish Council**

## **Parish Plan Working Group**

Minutes of a Meeting held on Tuesday, 12<sup>th</sup> January 2010, in  
the Lankester Lounge, Standon & Puckeridge Community Centre, at 7.30pm.

### **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 – 16<sup>th</sup> December 2009:**

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

### **Matters Arising from those Minutes:**

No matters were arising from those Minutes.

### **Public Meeting:**

**AL** would produce and circulate a Poster advertising the Public Meeting as soon as possible. (*Post Meeting note: this has been actioned and circulated*).

### **PS News:**

Space in the March edition of PS News has been increased in view of the proposed length of the Questionnaire. This could now be a twelve page, pull-out supplement, in the centre of PS News – and will be dependent on its layout, and inclusion of 'Acknowledgement' space.

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

### **EHDC Funding:**

Funding was not directly possible via EHDC – but they had made various suggestions which were now being researched.

### **Rob Street:**

Rob Street had provided input to the Plan and these comments were to be incorporated into the Questionnaire.

### **Sponsorship/Funding:**

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 were to be approached and local County Councillors had been approached re their Locality Budgets. Other options include the National Lottery Fund 'Awards for All', and the Stansted Airport Communities Fund.

### **May Day Event:**

A Draft version of the Plan should be available by the 2<sup>nd</sup> February which is the date of the Public Meeting (poster attached) and would therefore, be available on the May Day stall for additional comment.

### **Project Charts – Update:**

The timescale for Plan completion was now revised – as it was not necessary to have everything completed this year. **MM** would update the Project Chart accordingly.

### **E Mail Address:**

It was noted that the suggested e mail address was [parishplan@standonparishcouncil.co.uk](mailto: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.

The Questionnaire would show a mobile number and the above e mail address in case parishioners might require assistance with completing the Form. The mobile could then be passed around members of the Working Group to each take a turn in fielding questions. **AL** would provide his old mobile phone – but with a new SIM and number, to be used solely for this purpose.

### **Public Meeting Format – 2<sup>nd</sup> February 2010:**

This was Agreed to be an informal Meeting. People will attend the Community Centre between 7pm and 8.30pm. This was also an opportunity to advise Parishioners that the Questionnaire would appear 'online', and in the March edition of PS News, and at Standon May Day.

### **Drafting of Questionnaire:**

**AL** had produced a Draft version – issues raised at the Meeting would be added by **RA** and a more final version produced. When available, this would be distributed to the Working Group, local Councillors, County Councillors, EHDC, the PCT, Police, CDA, HATPC, etc., for their comment.

**Any Other Business:**

**AL** had obtained a copy of the booklet 'Everyone Matters – A Sustainable Community Strategy for East Herts 2009 to 2024'. This is the Plan we should be feeding into.

Contact was to be made with the University of Hertfordshire Business School who would be asked to provide a quotation for the Questionnaire analysis. Action **AL**.

Inspire East are holding a Conference on 18<sup>th</sup> February in Thetford. It was Agreed that we should send representatives and **KG** and **MM** were to check and see if they could attend. The cost would be paid from our funds.

**Date of Next Meeting:**

This was Agreed to be on 9<sup>th</sup> March 2010 at 7.30pm in the Lankester Lounge, Community Centre, immediately following the Planning Committee Meeting.

The Meeting finished at 8.45pm.