

Minutes of the meeting of the Neighbourhood Steering Committee which took place on Wednesday 23rd May 2018

Present: Chris Wilson-Town (CT) Judy Tyler (JT) Janice Whiting (JW)
Glenis Langley (GL) and Brenda Clarke (BC)

Also in attendance Iain Husband (IH)

Apologies: John Pennells, Dave Wilson and Roger Morriss

It should be noted that members of the Steering Committee had received an email this morning from Susie Elmes, the Chairperson, tendering her resignation.

Election of Chair for this meeting

In the absence of the Chairperson BC opened the meeting by welcoming everyone and gave a special welcome to IH who had agreed to attend this meeting. BC asked for nominations, or offers from anyone to Chair this meeting. JT proposed CW and GL seconded this proposal. All in favour and CW took the Chair.

Welcome to a new member who wishes to join this group

CW again welcomed IH. IH had shown an interest in helping with the website and also coming on the committee. CW explained our remit as a Steering Group, and updated him on the website. BC advised that Margaret Garwood had advised she is happy to continue doing some website work, and would ask that possibly IH makes arrangements to meet with her to enable her to hand over information, and a note of the training etc. she had done to date. BC to advise Margaret to contact IH.

CW proposed that IH comes on board as a full committee member with JT seconding this. All in agreement.

BC gave IH Skills Audit and also Declaration of Interest paperwork to complete and return at the next meeting.

BC to update committee members list and include IH and send out copy to everyone tonight. It is noted that we have 1 vacancy for a Parish Councillor and 4 for parishioners.

BC to send thank you letter on headed paper to Hazel, Margaret and Nigel who had resigned over the last few days.

Update on responses from others who have shown an interest following Consultation Days

JT and CW updated the group on the responses they had received from people who left their details at our consultation meetings.

One person was happy to be part of a working group. Another would help with social media twitter etc. JT is waiting to hear back from a gentleman who is an environmental scientist. One gentleman is coming along to the meeting to 'see what happens'. A few people just wanted to be kept up to date. CW has agreed to do this. JT still awaiting responses from 2 people. All have been invited to meeting on 5th June. There may be 3 people coming at the moment.

CW suggested working parties, groups who could focus on things such as:

Parking spaces

The environment

Litter

Cycle routes

All present through this would be very useful

Consultations Days update

JT handed out a copy of her breakdown of statistics at the Taverham Village Hall Consultation on 30th April. (Copy on file) It was noted that there was no representation from 21 years to 30 years and only 6 for 31years to 40 years.

There was a discussion on how this can be addressed.

Brenda to contact Headteachers or Managers of Early Years settings (Nurseries and Playgroups) in the area, and ask if they would be able to hand out a leaflet/questionnaire to all of their parents which they could hand back to their providers. These would be collected from them in due course – date to be agreed. We could provide a box for them to go in at the setting. Brenda would also approach childminders.

On leaflets – TNP with logo - plus age and gender with 3 questions

a) What do you like most about living in Taverham?

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b) What would make it even better?

c) Any other comments?

Visit our website.....or email us at.....

BC to send copies to all members present today. Also to enquire with Parish Council Clerk about photocopying 200 copies (black and white) so we can have 400 leaflets (2 per page). Those not used in the early years survey can be used as and when needed. It was felt this could be useful to hand out for filling in at Taverham Fayre as well, to save people with small children sticking on dots etc. The main thing is to get a recommendation to the Parish Council stating that we would need (cost) to do this, but felt it was very worthwhile as the committee has agreed there is a very big gap in answers from the 21 to 30 years and 31 to 40 years. The group felt this would be a worthwhile exercise to show we had given thought to finding a way to collect this data. Young working parents with children in childcare. BC would sort out a formal recommendation for the PC meeting on 11th June. She will run it past the Clerk first to ensure it has been done correctly.

CW has also been analyzing data received at consultation meetings. Questionnaires need to be collected which some members have following their agreed visits . However there is still the question of the data protection 'wording'.

BC went in to talk to TASC and had had brought in a large poster (to be used as evidence) which the children had made as a project, because they knew what my discussion was going to be about. They particularly enjoyed looking at the giant map and were eager to discuss the things they thought would be good to have in the village. BC has sent a letter thanking them for this.

Next Consultation Date.

This is 30th June at Taverham Fayre. We need extra support on the day. JT CW and JW about all day. JT has gazebo, CW will pick (and return) boards from Broadland. He will also visit Susie to pick up box of bits to ascertain if anything else needs to be purchased (stickers/dots/sticky notes etc). Poster on stall WHAT SORT OF FUTURE DO YOU SEE FOR YOUR CHILDREN? might encourage people to visit the stall. Colouring books and crayons for children on a table as well. Leaflets as agreed to send to Early Years Providers on table as well. CW proposed this would be a very good way of collecting evidence, JT seconded this. All in favour.

Consultants Brief

Sam the Clerk to the Parish Council was asked if she could spare a few minutes to come and update the committee on this matter.

She advised of amalgamation between consultants, which meant we received two replies, instead of what would have been four.

Both were completely different, and great consideration needs to be given to both.

The committee could ask to meet both Consultants.

It would help to have more committee members on board before this meeting.

The group needs to advise the Parish Council of their preferred option.

Before a Consultant can be appointed the grant application process needs to be looked at.

The group needs to identify exactly what is wanted for the grant application for it to be successful.

The Clerk to send copies to all members present, so they can be read and considered for discussion at our next meeting on 5th June. This will enable a full and meaningful discussion at the meeting, with members giving their views.

The Clerk was thanked for giving up her time to come along to the meeting, and a couple of members said it was nice to meet her, as they had not done so before. CW advised the cost of the Consultant would be in the region of £18,000 – that is why a grant application is needed. The group can apply to an organization called Locality – grant through Groundworks. There is a time limit on when this has to be spent.

He advised that Broadland would pay for the Referendum.

Suggestion for agenda for next meeting

Welcome and apologies

Declaration of Interests

Election of Chair

Election of Secretary

Financial Update

CW to present analysis of Consultations

Consultants Brief (Arrange meeting to meet with Consultants) but to contact PC first with any queries

Taverham Fayre – to confirm enough help throughout day

Next meetings (5th June 7.30pm already booked)

BC to book (all Tuesday evenings)

3rd July

31st July

28th August

Meeting closed 12.10pm

Please note all meetings are in Suite 1 of TVH.