

Steering Group Minutes

Purpose: NP Public Meeting

Date/Time: Date: 30/06/14 at 7.15pm. **Venue:** Tysoe Reading Rooms

Attendees:

Chris Butchart, Graham Collier, John Hunter, Rose Morris, Emma Restall-Orr , Mike Sanderson, Dee Spencer , George Stepney, David Sewell, Gary Cressman, Steve Millward

Apologies:

Jan Brown,

Members of Public:David Restall-Orr, PC members: Percy Sewell, Simon Forrester, Doreen Smith

1. Review and acceptance of previous month's minutes.
2. Report from any Sub-group activity.
3. Report on Street a champion activity.
4. Financial Review (costs incurred in period and identification of any future required spend).
5. Monthly Communication Plan.
6. 'AOB' - matters for future consideration.
7. Questions/Suggestions from residents.

Agenda Item: Introduction Chris Butchart

Discussion:

- Chris welcomed the members of public, and gave a brief introduction on how the group functioned and what it's tasks were.

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Conclusions:

No minutes were available to review as this was the first public meeting.

Action items:

Deadline:

Agenda Item: Election of new member

Presenter:

CB/GCo

Discussion:

Graham explained that according to Terms of Reference the group were required to vote to ratify new member. Steve introduced himself as a resident of Church Farm Court for 19 Years, who until retirement had been a Sustainability Director for Jewsons. Everyone acknowledged that Steve could bring a lot to the working of the group.

Conclusions:

Dee nominated Steve, this was seconded by Graham

Action items:

Owner:

Deadline:

Gary to contact Penny Hopkins, as she also asked to join the group.

GCr

ASAP

Agenda Item: Report from any sub-group activity

Presenter:

MS
JH and ERO

Discussion:

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Mapping Day 55 people from the parish attended, with 2 experts from Mappingmercia, Bryan and Rob. Good amount of information was gathered uploaded. It was disappointing that there weren't any local school children taking part, despite all children receiving leaflet. We need others from outside the parish to also become involved. Brian has offered to return at a later date for a refresh/update session. Mike and Brian have also arranged to take children from the Tysoe preschool holiday club out to gather more information.

The field structures are being added to Openstreet map, including field boundaries. Framework to record data visually was required. Mike suggested we might socialise the information (making available to other parishes putting together NP). Additional resources may be required, David Restall Orr to advise in due course.

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Conclusions:

The survey responses will help achieve the final product.

The map will be overlaid with other info, i.e. Dominance of ridge and furrow, species, hedgerows, etc. this will also enhance the records that WCC currently have, including heritage, water courses, public interest, giving proactive data, demonstrating the level of importance within the parish of Tysoe. We need more assistance from the public.

Emma and Graham are going to Upton to get 1970s maps.

Emma is still collecting evidence, she and John are meeting regularly to build evidence base.

Survey Chris and George visited Simon Purfield at SDC to obtain his opinion of layout/questions in draft to date. He approved of it and Chris felt confident that Simon would be able to turn round the final draft quickly. Following this meeting and the final adjustments both Simon and the PC would receive draft copy ready for approval at next weeks PC meeting. It was hoped to have the survey delivered to all residents well before holiday period. A debate followed regarding the definition of Local Service Village LSV. Also how it could be explained within the survey. Guidance from SDC confirmed that houses outside the LSV, i.e. Lower Tysoe would not be counted in the 51-75 that the core strategy states are to built by 2031.

SDC cannot give definition/maps of the LSV. Gary had spoken to Paul Harris about this, and they are aware this is a problem that needs addressing, and will possibly do so in the future.

The group debated whether the results of survey/NP could influence the boundary of LSV if we had the evidence to define it.

At this point three members of PC had to leave, but expressed their thanks to Chris for all the work done to date, Chris pointed out that Gary had started the survey giving everyone the basis to work on.

John reported that with help from Jan and Kevin Wyles, they had done field by field walk overs. They have plotted listed buildings, medieval village. Mikes colleague Ant, had spent a day with John working on this and was almost complete, now needs to be produced. John has a meeting with John Hunt, medieval historian on Sunday 8th. The data then needs integrating with Emma's data.

Emma requested manpower to walk fields, she was also compiling checklist.

Emma is trying to make contact with various volunteer groups to ask for assistance.

- John to approach village shop to ask if collecting box can be placed there.

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Website Emma requested that pictures on site be slowed down for easier viewing.

The registration area needed improving. front page to be updated. Numerous (71) dubious requests for permission to log on to site had been received. Dee had deleted all but three of these.

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Action items:

Update/alter website.
Update mapping info
Circulate email details of registration requests
Check current members email details
Final draft of survey
Arrange collecting box in shop

Owner:

CB
CB/MS
DSp
GS
CB
JH

Deadline:

ASAP
ASAP
ASAP
ASAP
09/07/14
ASAP

Agenda Item:

Report on Street Champion activity

Presenter:

Rose Morris/Chris Butchart

Discussion:

A Workshop for SC's to run through the Survey and have any Questions answered to take place.

Conclusions:

Street champion details to be listed on loose leaf to be inserted into survey before distribution. This allows for any changes.

Action items:

Meetings to take place at Reading Rooms on Thursday 3rd at 6pm and 7pm

Owner:

RM/CB

Deadline:

03/07/14

SC's to be asked if they will agree to their tel.no and/ or email addresses being listed in the survey

RM

ASAP

DSp

12/07/14

Robin Hancox to be briefed later as he is away

RM

ASAP

All

ASAP

Area 10 to be changed to Marion Ascot

Extra SC needed, names to be suggested

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Agenda Item: Financial Review

Presenter:

Dee Spencer

Discussion:

Balance as of 30/06/14 - £6062.16

Conclusions:

Expenses to be incurred before next meeting would be for printing survey and possibly employing extra help for mapping.
Simon Purfield recommended 1000 copies. A3, folded and staples full colour.
Clarification required from Simon that his work will be FOC.'

Action items:

Owner:

Deadline:

Emma to submit quotes for printing once printers receive draft, to be presented to PC meeting. Percy Sewell, Simon Forrester and Graham Collier informally agreed that the printing could go ahead

ERO

09/07/14

Agenda Item: Monthly Communication Plan

Presenter:

CB

Discussion:

Walkers are needed for assisting in the natural environment data collection.
Letters for SC's explains their role .
Encourage SC,s to attend public NP meetings.

Conclusions:

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More help and input was needed from villagers

Action items:

Owner:

Deadline:

Letters for SC

GS

03/07/14

Agenda Item:

AOB

Presenter:

Various

Discussion:

MOD owns land near edge of parish, letter has been sent to MOD Kineton for clarification on map.

Meetings are taking place with Compton Estate on 8th July. John will deputise for Chris.

Letters have been sent out to local businesses, some responses have been received. Jubilee Oak Tree needs to be marked on map.

NP group to have stand at Tysoe flower show, extra copies of survey to be available.

Could SC,s be asked to help man?

Mike has been surveying traffic around school and is putting together a report. He also spoke to Gillian Roache and Penny Varley regarding the congestion.

Conclusions:

Action items:

Owner:

Deadline:

Availability of members to help man stand, everyone to advise Emma please.

ERO

ASAP

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Agenda Item: Questions and Suggestions from members of the public

Presenter: CB

Discussion:

Chris asked if the members of public/PC members had any suggestions.

Conclusions:

They could not hear everything that was said as the group were seated around the table. They would rather be able to see all members of group. We would set out tables so that all members were facing the public or extend the table so public were able to sit around table with group.

Action items:

Owner:

Deadline:

Action items:	Owner:	Deadline:
Re arrange layout at next meeting	All	N/A

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