

Steering Group Minutes



Purpose: Monthly Review

Date/Time: 18th August 2014 7.15pm

Venue: Reading Rooms

Attendees:

Jan Brown, John Hunter, Rose Morris, Emma Restall-Orr, Mike Sanderson, David Sewell, Dee Spencer, George Stepney, Penny Hopkins

Apologies:

Graham Collier, Gary Cressman, Chris Butchart, Steve Millward

Public:

Steve Allen (PC), David Restall-Orr

Agenda

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

Mike Sanderson agreed to chair the meeting in Chris Butchart's absence. He gave a vote of thanks to the group

for all their work involved in handing out and collecting NP the survey.

He welcomed Penny Hopkins to the group and asked that per terms of reference she was voted onto the group. Dee Spencer proposed and John Hunter seconded.

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It was also noted that we had not as yet appointed a vice chairperson.

Agenda Item:

Review and acceptance of previous months' minutes

Presenter:

Mike Sanderson/Dee Spencer

Discussion:

Last month's notes had not been passed by Chris Butchart, due to pressure of work and more pressing NP matters, but were used to remind the group of actions that had been requested.

Conclusions:

Mike has started to update the website and mapping info.
Dee still to verify pending users of dubious origins, had tried to use mail chimp to email, but this had needed verification from Gary Cressman who is out of the country. She will forward to George Stepney, and also send to group.

Action items:

Owner:

Deadline:

Share with group pending users

DSp

ASAP

Agenda Item:

Report from any sub-group activity

Presenter:

Various

Discussion:

Heritage sub group reported that they had almost completed their work

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Mike Sanderson updated group on the Local Service Village issue - SDC still to decide what this is. i.e. is Lower Tysoe to be included. It was hoped that the results from the survey may be used to influence this decision.

Mike S distributed progress report on formal consultations: 17 organisations have been circulated, inviting a wide range of groups to attend a formal presentation. Replies have not been received from 10 of these organisations. 3 formal presentations have been made to Tysoe Utility Trust, Compton Estates and Village Hall Committee. Informal presentation made to school.

Compton Estates interested in developing part of TYS104. Utility Trust expressed interest in Development order concept. (Mike has spoken further to Percy Sewell). School Governors minutes show school closed one afternoon in 2012 due to flooding. Church authorities still outstanding, Mike has written again. John Hunter has spoken to Martin Leaton (vicar) with view to speaking at next parochial meeting on 15th September. The agenda is full. It may be possible to present on 10th November, but felt this could be too late.

John H, Emma RO and David Sewell met with Kineton MOD - unfortunately this is outside the parish, but there are planning restraints: a 1 kilometre zone.

Emma Restall-Orr , John H , Graham C and Mike S have a meeting with Chris Talbot of the Warwickshire Biological Records Centre on Wednesday 20th August 2014

Various documents are now held, along with email information from Simon Forrester regarding flooding.

Gerald Butcher (Tysoe resident) stated that flooding maps displayed at recent open day were incorrect.

Emma feels we need someone to head a mapping subgroup. We may now have gathered the key information, and hopefully Chris will give us what else might be useful.

John H has a meeting with Anna Stocks on 26th September to discuss HER.

Conclusions:

It was felt that an open session for the village may be beneficial for the populace to understand and use i.e Natural environment, Building environment, Results of the survey, evidence base via maps. This needs to take place before writing the NP.

The question of whether the conservation area should be extended, and more properties to be listed was raised, this will require further debate.

Actions:

Circulation of paper for parish members of PCC to be circulated before November meeting to be investigated further.

RE contact organisations who have not replied

Sub group for natural and environmental mapping to be set up

JH

ASAP

MS

ASAP

? MS

TBC

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Agenda Item:

Report on Street Champion activity

Presenter:

Rose Morris

Discussion:

Rose has contacted all Street Champions to request a final collection of surveys. David suggested that the SCs are informed of the final percentage of returns for their area. Possibility of league table with prize for top SC?

Conclusions:

Jane Millward is updating spreadsheet of survey returns

Action items:

Owner:

Deadline:

SCs to receive return results

RM

Letter of thanks to SCs to be put in Tysoe Record

RM

Beg. September

Agenda Item:

Financial Review

Presenter:

Dee Spencer

Discussion:

Jane Millward is away therefore an up to date financial report was unavailable,

Conclusions:

Dee had checked her figures, and after printing costs thought the balance was £4762. The question of who pays for the final NP was raised, the answer wasn't known at this time.

Action items:

Owner:

Deadline:

Obtain up to date report for next meeting

DSp

September

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Agenda Item:

Monthly Communication Plan

Presenter:

Discussion:

The completed surveys were due to be sent for analysing in the next week. Any late returns of the survey would be used as an appendices to the main analysis.

Conclusions:

Some of the information could be of use for the rule 6 group

Action items:

Owner:

Deadline:

Timeline to be updated and presented, including priorities

CB/GS

September

Agenda Item:

AOB

Presenter:

Various

Discussion:

Mike S would write something for the Tysoe Record explaining what happens next, number of survey returns, etc.

It was also suggested that we had a notice board in the shop

Conclusions:

Action items:

Owner:

Deadline:

Notice board in shop. Bart to be asked

MS

Agenda Item:

Questions and Suggestions from members of the public

Presenter:

Various

Discussion:

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Steve Allen (for PC) asked that in future copies of the minutes, full names/initials are used for ease of identification.
 He also said that the Tysoe Community Website is now linked to the NP site.

Conclusions:

Action items:	Owner:	Deadline:
List of future meetings to be circulated to group	DSp	ASAP

Meeting closed at 8.26pm