



Minutes of Meeting held on Wednesday 4<sup>th</sup> April 2007 at 7pm

The Council Community Rooms, Highworth

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**Meeting chaired by Keith Smith**

**1. Present:**

Keith Smith	Tom Aherne	Katy Frost	Sandra Rendall
Ian Young	Peter Hinton	Joanne Cook	Maureen Penny
Paul Newton Smith	Charles Coffin	Helie Franklin	

**Visitors:**

Sharon – Community First. Maxine Bromley – Community Police Support Officer

**Apologies:**

Nicki Coyne	Martin Miles	Shirley Colbeck
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**Absentees:**

Connar Arthur	Carly Nesbitt	Shaun Vockins	Alfie Howe
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**2. Minutes of the previous meeting:**

Minutes of previous meeting signed and filed. Proposed by **MP** seconded by **IY**.

**3. Matters Arising:**

- **KS** – Lap top computer and projector are now with KS, they are to be listed as assets on our policy and are vatable. **SR** to check insurance details.
- **KS** – Live radio show from the Library on Monday 12<sup>th</sup> March went well.
- **KS and CC** – still to meet with Town Clerk

**4. Stakeholder Analysis: CC**

Flip chart analysis was done. The main purpose was to identify those groups that should be actively involved in the HCPG, those groups that will affect the Town Plan. The exercise identified the High and Low priority groups, which in turn will define the level of communication that is desirable.

## **5. Planning for Launch Day May 9<sup>th</sup>:**

We have decided to go for the later date of **23<sup>rd</sup> May** as this gives us a little more time to plan. We should try to put names to organizations and make them personally involved. General invitation to go out to main community section of Highworth.

**MP** asked how we get Stakeholders to commit. Consultation with different groups, get them to understand, see HCPGs value, find out key issues from people attending, make them into possible projects. Make a work programme, a baseline to work from, get data. Make them aware of what Highworth and Community want in the next 25 years.

How to enthuse people to come to meetings – by advertising, careful about offering something. The Launch on the **23<sup>rd</sup> May** being held in St Michaels Church is the kick off for this process. **PNS** – to do posters and photographs, Adrian Young from The Link has given us a page a month to publicize HCPG. Possibilities of an A5 flyer in the front cover of the next issue also the front cover being the HCPG poster advertising the event. Start publicizing in Link, papers and local radio. The event will have a 20 minute talk from another up and running Town and questionnaire.

A meeting to be held to discuss arrangements for this event , venue to be arranged **SR, KS, JW, CC, HF, NC, TA, PH on 17<sup>th</sup> April at 5pm.**

## **6. Report from Youth Group (attached correspondence for record):**

**KF** – This item was held at before item 2 on the Agenda as KF unwell.

HCPG unable to offer assistance at this time. Total required budget is £4,000 Highworth Town Council has offered £2,000 for Adventure Zone (Youth Group ages 14-19) split between 2007 and 2008 a further £2,000 has been offset by use of schools facilities. **MP** asked for attendance numbers and breakdown of costs. £2,000 needs to be raised, HTC will give £1,000 this year Adventure Zone needs to apply for further £1,000 in Oct/Nov, alternatively **PH** suggested asking the Lions or Rotary (Rotary would possibly give a donation) **IY** also suggested the Business Group. **KF** will visit an up and running group in Stratton.

HYPER event going ahead on Friday 13<sup>th</sup> April 3-5pm, David Lane of HTC has been asked, if raining that the community rooms could be used. **MB** representing the Police was asked again about cones for sectioning off the podium car park. The Co-op had made a donation of £350.

## 7. **Any Other Business:**

- **MP** to write Launch article for the next issue of the Link, **KS** will provide bullet points.
- **KS** wrote an article on Climate Friendly issues in March edition of the Link. The Wildlife Trust is keen to get something going in this area.
- Any information for the website will be edited by **KS**.
- The postmistress will be having a traditional style notice board outside the Post Office between the two bay windows. She has agreed that we may have a key and half of the notice board. HCPG will be funding this **MP** proposed **KS** seconded.
- **MP** to look at treasurers accounts.
- A petty cash tin to be purchased and a float of £30 for sundries **SR** proposed **MP** seconded.

**Date and time of next meeting is Tuesday 8th May at Wrag Barn Golf Club.**

### **Re: Agenda Item 6**

Proposal for pump-priming for the Adventure Zone scheme.  
Katy Frost is the linked board member for this proposal

The Adventure Zone scheme is for 10-13 year olds and gives young people an accreditation called the Adventure Service Challenge. This is very similar to the Duke of Edinburgh award but for a younger age group. For more information about the Adventure Service Challenge please look at their website <http://www.asc-scheme.org.uk/index.htm>

The scheme is an effective way of engaging young people in a series of activities that they enjoy, that keep them busy and help them to get involved in the community. For Highworth this would target young people just as they are becoming at risk of going off the rails and draw them into purposeful activities. It is a non-uniform group so attracts those who would prefer not to be identified by a uniform.

The activities covered are:

First Aid, Cookery, Service (Volunteering), Interest (Skill), Camp Craft, Rambling, Road Craft and Shield (Community Code).

The Youth Service can deliver the full scheme in Highworth for £4,000 a year. This would cover 2 paid staff at every session and include all premises cost. The Youth Service is not funded to work with young people under 13 years old so cannot do it as part of their regular work but sees its value in the longer term so are willing to manage the project if funding can be covered elsewhere.

Haydon Wick and Stratton parish councils have been able to fund the full project in their areas this financial year and Wroughton Parish Council are part funding a full-time youth worker.

The Town Council was approached in March to fund the project but they had no funding available for it in this year's budget. Their response indicated they would be willing to consider an application to fund it in 2008/9 but could currently offer only £1,000.

The Youth Service and Extended Services, Warneford Cluster are working in partnership to deliver this project. Extended Services have now been able to supply premises for this project as the cost has been reduced to £2,000. If HCPG could match the Town Council's £1,000 the project could start and be able to demonstrate its value.

Leaving starting the initiative for a full year means another year group of pre-teens –early teens missing out on becoming involved and less likely to pick up the Duke of Edinburgh award as they don't have the background to start it.

Southfields School has offered its premises free from the summer term to support the initiative. Starting in the summer term would get people involved before the long summer holidays

We feel that this project is in-line with the ethos of the HCPG as it is providing for the needs of children and young people which should in turn ease some of the anti-social problems that Highworth sometimes suffers from. It will also aid the community and HCPG as one of the modules that must be covered is volunteering. Those who are working towards their Adventure Service Challenge could form a group to help improve their community eg. Litter picking or helping at community events.

Please can the HCPG consider this request for one year funding, 2007/8.

We would value a decision at the April meeting of the HCPG if possible to allow it to be advertised and started in May should funding be granted.