

# HIGHWORTH COMMUNITY PARTNERSHIP GROUP (HCPG)

Minutes of Meeting held on Wednesday 6<sup>th</sup> December 2006 at 7pm

The Library, Brewery Street, Highworth

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## Meeting chaired by Keith Smith

### 1. Present:

Keith Smith	Sandra Rendall	Tom Aherne	Shaun Vockins
Katy Frost	Claire Smith	Nicki Coyne	Helie Franklin

**Apologies:** Apologies were received from Claire Smith for November's meeting but were omitted from the minutes.

Maureen Penny	Ian Young	Peter Hinton	Joanne Cook
Alfie Howe	Shirley Colbeck	Paul Newton Smith	Emma Paige

### 2. Minutes of the previous meeting:

Minutes of previous meeting signed and filed. Proposed by **TA** seconded by **SV**.

### 3. Matters Arising:

**Skills Audit** – **SR** had recently asked members to complete Skills Audit Form (most have been received). In addition this form was sent to interested parties of the community, Adrian Young, Editor of The Link was one of these. He has kindly put a note in the December issue of the Link asking if members of the community would like to be involved, if so forms were available from the Lighthouse, Library and Town Council and return of same to the Library.

**Public Liability Insurance** – **SR** had approached several companies for quotes, all were for the same price. It was decided to go with CDA Insurance of Highworth to keep it local. Cover is for £1 million, up to 1,000 people and 15 events per year. Cost per year is £350; CDA would waive their fees and try to get it cheaper. Steering Group has agreed that this was to be paid from ESF Funds. **KS** to speak to David Lane at SBC regarding money.

### 4. Correspondence:

None

**5. MCTI Grant Bid – SBC Response:** KS had spoken to Gavin Jones, Chief Executive of SBC at the Swindon Strategic Partnership Conference regarding SBC completion of our bid. It has been said that we are an ideal steering group and that the thoughts were very positive with regards to the MCTI Bid.

**5.1 What if? Prospective launch event:** KS had prepared a list of ideas:

1. Town Centre – Tourism and Economic Development
2. Youth
3. Green Issues and Environment
4. Community Safety – (NPT)
5. Housing and Built Up Areas
6. Transport (Blunsdon area)
7. Sports, Arts and Leisure (cost)
8. Health (NHS dentist)
9. Life Long Learning

It was decided that the small strategy group would meet to discuss idea 1 Town Centre possibly with the Breakfast Club (Highworth Business Persons) and appropriate speakers from SBC. This would enable us to get groups formed on this and other issues ready for launch towards late January early February.

**6. Youth Issues: CS and Emma Paige** asked the steering group for permission to head the Youth activities with involvement from the Church and Youth Workers. They would work with the Youth Group on getting a project started (ie: Youth Café) getting them involved and hopefully they would run this area themselves at a later date. CS thanked KF for her hard work with the Youth Group over the Christmas decorations. KF to join this area. One young person said “I feel proud that I’ve contributed and am a part of something”

**7. Members Reports:**

**7.1 Christmas Decoration of the High Street – KF** – It had been a lot of hard work but well worth it. 286 decorations had been made by Playgroups, Brownies, Scouts, and Air Cadets etc. Letters of thanks would be sent to these groups. Photographs had been taken and would appear in the Link. Helpers for the next similar event would be greatly appreciated. Left over paints would be donated to local playgroups. KF had written to all donating Companies to thank them.

**7.2 New Year Celebration – KS/AH** – The hire cost of the big screen was causing concern (£11,500). It was agreed that no more than £500 would be spent on this. **KF** mentioned that Rafu’s would be interested in sponsoring an event.

**7.3 Website – PNS** – Still working on it, hopefully something ready for January.

**7.4 Conference Reports – KS** had been invited by SBC to a West Berkshire meeting which was exciting.

**7.5 Highworth Passion – KS** - This would hopefully go ahead in 2007. Possibility of HCPG doing something afterwards.

**7.6 Fund Raising Course – KS** – Identified where money is available from, can get money through HCPG to help other groups in community.

**7.7 Other member’s reports? information – ALL** – none

## **8. Community Area Partnerships – news:**

Conference on **Saturday 27<sup>th</sup> January 2007**. Anyone interested to respond by 15<sup>th</sup> December to Nicki Coyne.

## **10. Any Other Business:**

*Just to say have*

*A merry Christmas and a happy new year*



**Date and time of the next meeting is Wednesday 10<sup>th</sup> January 2007 at 7pm  
in the Library**