



Minutes of Meeting held on Wednesday 7th February 2007 at 7pm

The Library, Brewery Street, Highworth

Meeting chaired by Keith Smith

1. Present:

Keith Smith	Maureen Penny	Tom Aherne	Joanne Cook
Katy Frost	Sandra Rendall	Nicki Coyne	Helie Franklin
Peter Hinton	Alfie Howe	Shirley Colbeck	Paul Newton Smith

Apologies:

Shaun Vockins	Ian Young	Martin Miles
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Absentees:

Connar Arthur	Carly Stevens
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2. Minutes of the previous meeting:

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

3. Matters Arising:

7.3 Website – PNS Website name shortened to highworthpartnership.co.uk. Still being developed, needs tidying and moving from non-secure to secure. Test site still available pastichetest.co.uk/hcpg. Minutes and Agendas have already been loaded.

4. Report back from the WFCAP Conference KS/MP/SR/KF/CS – A positive day.

WALKABILITY KS/SR – This was interesting and informative with lots of ideas that we could maybe impress upon our Community regarding Interaction and Negotiation of shared spaces (human and car).

PROJECT DEVELOPMENT KF/CS – This enabled us to find out more about Funding, where to go, who to see, (KF gave a copy of the presentation to everyone for ideas). **NC** There would be a full Project Development course being run on 8/3/07. In April there would be a Business management course (**NC** would email us).

RIVERSIDE MP – This was an interesting talk, films were shown on Pershaw and Evesham and the worthwhile projects that had taken place.

5. MCTI What this means to us: – KS 40 towns had applied for the 10 grants available, 30 were forwarded but only 13 were chosen. Ours was a true Community bid.

KS/MP had attended MCTA Conference in Torquay and had met Cirencester and Stonehouse, Gloucester delegates who had also been successful with their bids, we will keep in close contact with them and share resources and experiences.

The Strategy Group (**KS, MP, SC, and PNS, SR**) had met with **Charles Coffin MCTA** on the 6/2/07 to discuss the process we now engage and the make up of the steering group. The MCTA will be able to provide us with statistics, resources, access to consultants etc needed to develop the plan. Once the contract is signed money from the £20k grant can be released to us quarterly in advance of spend we also have 7 additional days for a consultant over the £20k. We will also need to employ a Community Agent (Secretary, admin etc). We are now members of the MCTA.

NC It may now be a good idea to get a consultant in to ‘jump start us’ they will look at statistics (i.e.: South Marston housing development – close proximity to Highworth and its future impact on us). **The group agreed to this decision as a positive move forward.** Also remember the outlying villages, they use Highworth as a service centre, include them in your thinking. It was also said by **NC** that we should spend, think ahead 20 years whilst working on short projects.

It is hoped that in 40 weeks time the Town Plan will be written then ready to implement and start projects. Remembering that the MCTA contract has not been signed yet hopefully this would happen in 12 weeks, no money until then. With regards to the signing of the contract, **MP** with her business legal hat on was not happy for one person to sign, thinking of possible future liability. **NC** said the Highworth Town Council could sign as an accountable body, they are happy to do this (this seems to be the norm with other MCTA Towns), this will be looked into further. **We can't be held liable for thinking only spending.** **KS** reiterated that Highworth Community has a right to be heard by Swindon Borough Council, which would not be easy but we would persevere.

CC had passed the comment that both Nicki and Helie were a valuable asset to the group.

6. Joining linked organisations:

WFCAP – We are now part of Wiltshire Forum of Community Area Partnerships.

Action for Market Towns – Cost = £20. Proposed by **SC** and seconded by **PNS**. This entitles us to look at other projects, plans and resources.

Community First – Both Nicki Coyne and Helie Franklin are consultants; Nicki is employed by Wiltshire County Council.

7. Any Other Business:

KS - Had been approached by local groups, Silver Band wanted £7,000 to refurbish their practice room and Film Society wanted £250. **KS** will write back saying that we could not donate money but had identified funding agencies where grants were available. As a community group we can point groups in the right direction for funding at the same time spreading the message about the bigger picture for the future, keeping them informed, and finding out their needs and ideas. **SC** suggested inviting local groups and outlying village representatives to our next community meeting, the signing of the MCTA contract. This was a good opportunity to feedback, talk and receive ideas.

PNS - noted thanks to **KS** and the rest of the strategy group with their work on getting the grant.

SC – There will be an event held in the Library on the 9/5/07

SR - List of local event dates needed so we do not clash.

CS would like it made clear how co-optees are to be invited to attend meetings. We agreed that we would invite by mentioning it in the minutes and e-mail the Agenda to the co-optees.

It was agreed that Jennifer Dolman and Steven Comber (both doctors) who are at present interested parties are to be co-opted.

Absentees will be mentioned with those present and apologies.

SR/MP – We had met with Jennifer and Steven to discuss Health issues. We then met with Mo Stevens, Practice Manager of Westrop Surgery for her input. Next step is for an appointment to be made to see the Swindon PCT Manager.

KF – Has had a Youth meeting with Emma Paige (Swindon Youth Groups), Rachael Cook (St Michaels Church), and 2 pre schools. An event is to be held on the Podium on Friday 13/4 – Big Brothers Chair style. The Youth have given themselves a name of HYPAR – Highworth Youth Power and Relate.

As the podium is used as a focus point for Highworth would it be worth investing in a gazebo, suggested we ask the Territorial Army for hire of etc.

PH – 2008 Festival – this takes 18 months to plan, a link should be made between us (Jerry Edwards).

KS - Wiltshire and Gloucestershire Standard had picked up on our Group but the Swindon Advertiser had not. Adrian from the Highworth Link has been involved with the Pool Roof, if he would like to mention us as being a member of the MCTA this will show our support and may help with getting the roof moving quicker.

We had hired in kind laptop and projector from **PNS** we can through forum have access to money to buy our own equipment this was proposed by **SC** and seconded by **AH**.

Date and time of next meeting is Wednesday 7th March in the Library.

Please remember that Charles Coffin from MCTA will be attending and giving a speech.