



Minutes of Meeting held on Wednesday 10<sup>th</sup> January 2007 at 7pm

The Library, Brewery Street, Highworth

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**Meeting chaired by Keith Smith**

**1. Present:**

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

**Apologies:**

Peter Hinton          Shaun Vockins

**2. Minutes of the previous meeting:**

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

**3. Matters Arising:**

**Public Liability Insurance – SR** Insurance was now in place, Policy and invoice on file (SR to forward copy to TA).

**7.2 New Year Celebration** – This did not go ahead. Decision was made not to hire big screen and in the event it was decided to be the correct one. The idea was good, maybe in the future bands or similar to be arranged with more time available.

**7.3 Website – PNS** – Website now live and needs to be regularly updated with what's happening.

**7.5 Highworth Passion – KS** – This would go ahead for Good Friday **2008**.

**4. Correspondence:**

None

**5. MCTI Grant Bid: – KS** Phase 1, starting the plan. It is now time to form groups of like minded people, come up with an idea for your area (from the list 1-9,

most link together). Consult together, discuss surveys already carried out, find out about grants available, where to get money from, sponsorship and who can help you. Contact interested parties (SR has list) to assist you within your group. Nicki and Helie may know consultants in your chosen area that can help you plan. **“The plan is no use unless something comes out of it”**.

**MP** and **KS** to continue with finding out about Funding. **MP** to talk to Cllr. Lynn Vardy. If successful with the MCTA grant we need to involve outlying villages. **MP** finding out which villages and green land are included with Highworth.

Areas 1-9	Groups	Ideas
Town Centre – Tourism and Economic Development	KS, PH, PNS, SR, MP, IY	IY looking into weekend summer music festival. Historical Society interested in doing Town Trail, shops are willing to have artefacts in windows. Fair Trade Status?
Youth	CS, KF	
Green Issues and Environment	TA	
Community Safety	Hopefully MM, CS	<b>KS to email</b> (NPT)
Housing and Built Up Areas	MP, SR,	
Transport	AH, KF, MP	(Blunsdon route)
Sports, Arts and Leisure	JC, AH	(cost)
Health	SR, J Dolman?	Locally trained rapid response unit? NHS Dentist <b>SR to email</b>
Life Long Learning	AH, SC, MP	

#### **HINTS**

Groups to keep basic minutes of meetings and report back via invitation of Agenda.

Remember also to do invoice in kind.

**KS** will download How To information to everyone.

**NC** will meet with small strategy group to start setting up Plan.

Ask for advice from Nicki and Helie, both have experience, knowledge and expertise.

Nicki particularly interested in areas 1, 3 and 5. Helie all.

**KS** – March/April time we will hopefully hold a public meeting to inform the community on what’s been happening and where they can get involved. Areas not well represented could be helped from this meeting.

#### **6. Any Other Business:**

**TA** – Asked that all visitors, consultants etc who offer their services free of charge are to Invoice in Kind.

**MP** – Asked that anyone wishing to contact or speak to SBC or HTC to go through chair or vice chair. **MP** will track questions asked from each group so that no repeats happen.

**KF** – Has already received interest from groups wishing to participate in tree decorations for 2007.

**IY** – Asked about music license re; possible festival, **MP** pointed him in the direction of David Lane.

**MP** – Definition of committee members, co-opted and interested parties needed. **SR** to do organisational chart.

**MP** – HTC have found funds for lighting the High Street, these are to be hung from the buildings. Plans are available from David Lanes office.

**Date and time of next meeting is Wednesday 7<sup>th</sup> February in the Library.**