

HIGHWORTH COMMUNITY PARTNERSHIP GROUP (HCPG)

Minutes of Meeting held on Wednesday 6th September at 7pm

The Library, Brewery Street, Highworth

1. Meeting chaired by Maureen Penny

Maureen thanked Shirley Colbeck, Manager of Highworth Library for allowing the meeting to be held there and for the tea and biscuits. (Invoice in kind to MP).

2. Present:

Maureen Penny	Martin Miles	Paul Newton-Smith
Sandra Rendall	Alfie Howe	Shirley Colbeck
Ian Young	Shuan Vokins	Katy Frost
Joanne Cook	Peter Hinton	Tom Aherne
Nikki Coyne	Helie Franklin	

Apologies:

Keith Smith	Carly Stevenson	Sam Rushton
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3. Partnership Name Ideas:

HIGHWORTH COMMUNITY PARTNERSHIP GROUP was agreed by everyone.

4. Terms of Reference:

It was decided that the draft terms be taken by each member to read, make comments, additions, agree or disagree on any points, any changes to be discussed at next months meeting.

5. Roles of the Group:

CHAIRMAN – KEITH SMITH (Keith had volunteered himself for the role)

Proposed by Paul Newton-Smith, Seconded by Ian Young

VICE-CHAIR – MAUREEN PENNY (Maureen volunteered herself for this role)

Proposed by Sandra Rendall, seconded by Shaun Vokins

SECRETARY – SANDRA RENDALL (Sandra volunteered herself for the role)

Proposed by Alfie Howe, seconded by Maureen Penny

TREASURER – TOM AHERENE assisted by **IAN YOUNG** (Tom and Ian volunteering themselves) Proposed by Maureen Penny, seconded by Alfie Howe
Future posts for Action Groups to be decided at a later date.

6. Next Steps: by Helie Franklin and Nikki Coyne

For next meeting have an idea for grouping themed areas, identifying stages of action, working out first project.

- Nikki will provide diagrammatic representations of how the groups will A) put together a committee plan and B) how the grouping starts (to be attached to minutes).
- Ian and Shirley to find out ownership of alley way.
- The clean up of the alley way from the High Street to the Co-op was discussed as a possible first step to let the people of Highworth know that we are serious about making changes for the better.
- Alfie and Joanne to find out about all other Societies/groups in Highworth
- Katy would deal with young peoples groups (Katy was already heading a group assisted by Sure Start looking into funding for pre-school up to 19 and disabled up to 25 year olds. She also offered to help with research into funding). Nikki advised that this group could fit into HCPG as part of the group. Katy stated she would be more than happy to do this.
- Katy mentioned setting a questionnaire for the Autumn Fayre. Keith was volunteered to devise the Questionnaire for people of Highworth to complete at the Autumn Fayre on Saturday 23rd September. Questions will relate to Highworth Town Centre i.e.: The Alley, litter, lighting, shop closures, parking and the Podium. Questionnaires will be available from Library, Playgroup and Pentylands Stalls. Collection points would be the Library and Mortgages Mainly. Results would be available for The Links next issue. Katy and Ian offered free photocopying service (Invoice in kind to MP).
- Peter Hinton suggested setting a time scale for projects, this would be discussed at the next meeting.

7. Date of next meeting: Wednesday 4th October at 7pm at the Library

Please come prepared with any questions you would like to ask Nikki or Helie.

8. Any Other Business:

Paul Newton-Smith has offered to set up and run a website for the new group, providing a messages board for the people of Highworth etc. and a secure page for committee members only.

HIGHWORTH COMMUNITY PARTNERSHIP GROUP

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