



**Coxhoe Community Partnership**  
**Coxhoe Village Hall**  
**Wednesday 25<sup>th</sup> January 2017: 7.00pm**  
**Minutes**

**Present:**

Ian Forster (Chair), Margaret Forster, Ron Mayo, Stuart Dunn, John Hepplewhite, Barbara Hepplewhite, Cllr. Jan Blakey, Cllr. Maria Plews, Muriel Burton

**1 Apologies for absence.**

- None received

**2 Minutes of previous meeting on 30<sup>th</sup> November (circulated with agenda)**

- Accepted as true record

**Governance**

**3 Chairman and Treasurers Reports**

- **Future of the Partnership**

The Chair advised that unfortunately the Secretary, Chair and Treasurer were all going to retire from the Partnership at the AGM in April. The reasons were principally personal. In view of the limited membership and failed attempts at encouraging others it was felt that the Partnership needed to consider its options prior to the AGM. Options were trying to get others involved, mothballing the partnership or closing it down completely. There were mixed views about the option. While it was agreed that the Partnership had a great track record and credibility some felt that it was not doing much at present due to a lack of capacity and that indeed, we had a very effective Parish Council. It was noted that whatever the decision the litter pick volunteer programme was not at a risk as this effectively will operate under the Parish council umbrella. It **was agreed** that the Chair would prepare an article for the next Chronicle, an options paper for consideration and contact Durham in action for consideration.

- **Constitutional matters inc Membership numbers**

As above

- **Treasurers report (Previously Circulated.)**

The treasurer reported that there were two transactions on the report, one for the insurance and one for the wreath. The Parish had provided a grant to cover the cost of the insurance and this will be recorded when the next statement is received. It **was agreed** to accept the report

- **Future Grant aid to sustain Partnership – Insurance**

To be considered in the future.

- **Annual return – non required as income less than £10,000**

The Chair reported that while it was not legally necessary to make an annual return in view of the Partnerships income a return had been made to avoid any apparent gaps in the Partnerships Charity Commission Records. This **was agreed**.

#### **4 Parish Plan and Neighbourhood Plan**

- **Neighbourhood Plan** – Stuart advised that the PC's community engagement officer was working to produce a NP/PP3 survey which will be used to facilitate and determine any future NP/PP3. Ian agreed to discuss online version with Lisa/Craig and undertake publicity accordingly. Progress **was noted**.
- **Parish Plan** – Village Greens now transferred and work being undertaken to develop improvement proposals

### **Priority 1: To progress existing projects to completion (including Village Signage, commitment to the Village Hall, Active Life Centre and community communications);**

#### **5 Village Green Heritage and Learning Project Working Group (PP2 Coxhoe Action Plan C58)**

- Deferred for consideration in Parish Plan 3

#### **6 Village Signage (PP2 Coxhoe Action Plan C57)**

- Deferred for consideration in Parish Plan 3

#### **7 Village Hall Update**

- Barbara provided a Verbal Report. Significant progress is being made. New Interim Management Team in place. Application being put together for grant aid to fund proposed extension and development of Heritage Centre, grant from CPC to cover burglar alarm, CCTV, and bookings secretary. Solar panels system now in place and operational. Village Hall now transferred to Village Hall on 999 year lease. There remains car parking issues which need to be addressed.

#### **8 Active Life Centre Update**

- Assistant manager has now taken over as manager and staffing reviewed at staffs request. AAP grant of almost £15k to be used to improve WC's. Prospect of GP referrals. Looking to provide a bigger offer of activities.

#### **9 Communications Update**

- March Chronicles – articles being requested by 30<sup>th</sup> January. Possible PP" progress wrap around and paper questionnaire – volunteer deliverers beware!
- Websites and social media sites – articles requested.

### **Priority 2: To continue to support and improve the Keep Coxhoe Clean Campaign;**

#### **10 Campaign update**

- Litter Picks – Programme for 2017 to be published on website shortly

- CPC purchase of equipment position statement – in place by June for publicity in June Chronicle

**Priority 3: To continue to explore ways to contribute to, progress and implement the Village Greens Project and Village Atlas through partnership working;**

**11 Village Atlas Progress**

- Deferred for consideration in Parish Plan 3

**12 Village Green Progress**

- Deferred for consideration in Parish Plan 3

**13 Any other business:**

- Barbara asked for the interpretation panel back
- Barabara asked whether the limestone wall could be protected – Stuart advised that this was now in Parish ownership

**14 Date of next meeting**

- As Schedule March 29th 2017 (unless this date is required for Village Hall AGM and then the date will be 22<sup>nd</sup> March)

**IF/26012017**