

Coxhoe Community Partnership
Coxhoe Village Hall
Wednesday 30th July 2014: 7.00pm
Minutes

Present:

Ian Forster (Chair), Cllr Maria Plews, Margaret Forster, Barbara Hepplewhite, John Hepplewhite, Ron Mayo, Eric Pratt, Stuart Dunn

1 Apologies for absence

- No absentees

2 Minutes of previous meeting

- Untidy land at north of village - Maria advised that she was awaiting for officers to arrange to meet
- Stuart indicated that on behalf of the Parish Council he was progressing asset transfer with this site and others which were of concern to the partnership
- Letter to AAP regarding Youth Forum – Ian advised that he had prepared and sent a letter in consultation. This had been acknowledged by the AAP and a reply was awaited. John advised that posters had been sent out in the intervening period to request young people to engage with the Youth Forum
- It was agreed to make an amendment to minutes of the May meeting to include agreement to release £1,000 grant to Village Hall Association.
- There was a discussion about the Station Road development progress. Stuart advised that there were proposals for new classrooms which needed to be publicised in the Chronicle as well as proposals to close Cotsford Lane to traffic.

Governance

3 Chairman and Treasurers Reports

Constitutional matters

- The Chair reported that he had recently reviewed the constitution and that the Partnership operated within it. It was indicated as the Partnership were seeking new members it would be helpful to ensure there was a written list of Management Committee Members. There was a full discussion about eligibility, quorum and potential conflicts of interests.

- It was agreed that Ian Forster, Margaret Forster, John Hepplewhite, Barbara Hepplewhite, Ron Mayo, Wendy Lavelle and Eric Pratt are established as Management Committee Members.
- It was agreed that monthly meetings are Management Committee meetings. In the event of a quorum not being present then those meetings would be conducted as informal meetings only.
- It was agreed that the Partnership would publish minutes of its meetings on the community website along with its quarterly and annual reports. The last quarterly report had been circulated without comment.
- The Parish Council asked for a copy of the Constitution and the chair also offered a copy of audited accounts. It was agreed to circulate a copy of the constitution to all partnership members in order that they could refresh themselves of the conduct of partnership business

Monthly Treasures Report

- The Monthly Treasures report was presented to the meeting. The monthly statement was accepted without issue.
- The issue of non payment of advert costs was addressed. It was agreed in future that no adverts would appear without a fee being paid in advance.

2013/2014 Audit

- The Treasurer provided a copy of the final Auditors income and expenditure statement which was accepted without issue.
- The treasurer advised the meeting that an appropriate thank you would be provided to the auditor for his valued work

4 Parish Plan

- Stuart agreed that the Parish Council would consider another special meeting to do a full review of Parish Plan progress. The chair welcomed this as this had been done last year with Partnership engagement and help focus the work of the PC and Partnership
- Stuart advised that the Co-op had stalled on the car park project because of costs and he indicated that he had agree with the Co-op that the Parish would look to see if there was any opportunity for cheaper quotes.
- Stuart expressed concern that the co-op were progressing an application for advert consent which was outwardly facing and resulted in a loss of another tree. The partnership agreed to submit an objection to the granting of approval DM/14/01704/AD and authorised the chair to prepare the objection, copying Maria in.
- There was general concern about the extravagance of planting around the car park and that this could be cut back to improve amenity, vehicular site lines and the safety of people using the co-op and route through to the Front Street.

Priority 1: Working to implement current projects

5 Village Green Improvement Project (PP2 Coxhoe Action Plan C58)

- There was a full discussion about the launch and subsequent publicity. A full set of photos of the scheme from start to launch is now on the gallery on the community website.
- Stuart indicated that he had asked Groundwork to look at potential costs for other works to inform future progress. It was noted that the Community Partnership had agreed to take on management of the Working group and not specifically the management of the schemes although this would be an item for discussion when the Working Group reconvened.
- It was noted that there was a need to get fresh members of the working group on board for ideas and to engage with delivery. It was agreed that Ian would work with Barbara on the articles for the September Chronicle with a view to a possible Working Group in October time.

6 Village Directional Signage (PP2 Coxhoe Action Plan C57)

- A draft Consultation Document had been circulated and was presented and discussed.
- One issue was raised about the siting of the sign outside Laing's shop but it was open to discussion throughout the project.
- It was agreed to progress the project and take views into account before agreeing a final scheme.
- Stuart indicated that the Parish Council had had to freeze the associated village signboard scheme. It was suggested that this may be combined with the current signage application. Ian expressed concern at that. It was agreed that costs would be sought and if there was scope in the project at a later date then the matter could be reconsidered but in the meantime the responsibility for the signboards ought to remain with the Parish Council,

Priority 2: Working with the Youth Room to improve youth engagement (PP2 Policy 5, Coxhoe Action Plan C5/C6/C23-25)

7 Youth Partnership Agreement

- It was noted that there was a crucial partnership meeting on 31st July and the outcome of that would be reported to next meeting

Priority 3: Working in Partnership to improve Coxhoe Park (PP2 Coxhoe Action Plan C63)

8 How we can take Coxhoe Park forward

- This item has been put on hold awaiting completion of the County Council Play Review. Maria expected a report at October Cabinet.

- There was a discussion around the Allotments association and an outstanding agreement to maintain the Serenity Garden. Stuart indicated that the responsibility lay with DCC. Maria agreed to raise it in appropriate quarters.

Priority 4: Working with the Village Hall to secure a sustainable future PP2 Policy 4, Coxhoe Action Plan C9-11)

9 Village Hall Update and Partnership matters

- Barbara provided a full report on progress. Village Hall is doing well on bookings. It was, however, having to make significant investments to satisfy environmental health

Other Issues

10 FliC Update

- Wendy and Stuart commented on great progress. FliC were benefitting from the work of a funding consultant. LED lighting application had reached stage 2 and the football club were continuing to work on Soccerrama type indoor 5 a side pitches.
- Eric queried why work had stopped on internal work and it was explained that this was as a result of a personal circumstance of the builder.

11 Coxhoe Chronicle

- Barbara had circulated a request for articles for the September edition

12 Website and Facebook

- Ian advised that website was still being well used but expressed issues about the amount of time needed to deal with Parish Council facebook service requests.
- Stuart welcomed the time provided by the partnership and how much it was valued. It was agreed that a meeting needed to take place with the Parish Clerk to secure an appropriate balance.

13 Any other business:

- There was a lengthy discussion on the travellers Position. Ian indicated that he had sought information on the travellers position in order that the Partnership could make an informed decision on whether or not to make a representation.
- Barbara advised that between meetings and with the agreement of the Chair she had made a grant application for

14 Date of next meeting

- 27th August 2014