

Thornbury Parish Plan Implementation Group

Minutes of Meeting – 8th April 2019

Those present: Thelma Priest (TP), Keith Hutchings (KH), Linda Bond (LB), Paul Taylor (PT), Meg Galley-Taylor (MG-T), Jane Akers (JA)

Apologies: Lisa Pinno (LP), Gaye Tabor (GT), Rob Priest (RP)

Minutes: These had been sent to all members and taken as read. To be signed by the Chair.

Matters arising from the minutes: None

Election of officers: Thelma Priest has written to the Officers of the PPIG to resign with effect from this date. Paul Taylor has offered to serve as Secretary to the Group, which was supported by the attendees.

Co-opting of member: Jane Akers has offered to join the Group and was welcomed by the attendees.

Public meeting and new questionnaire:

Locality Budget application for £150: this was approved by Barry Parsons and is due to April. PT to chase.

Printing costs for public meeting: A total of £74 has been spent to date. Expenses claim due from PT.

Public meeting: Attendance at the public consultation meeting was limited, but all feedback received on the progress with the actions from the 2012 Parish Plan was positive. Many of the new suggestions received related to activities that could be hosted in the new hall. The meeting felt that the new questionnaire should focus on:

Updated profile of residents (age, skills, interests)

Desired uses for the new hall

Other areas that are within the power of the parish to influence (i.e. not housing)

Lisa has agreed to lead the creation of the new questionnaire, Meg offered to assist. The aim is to have a first draft (mainly for the structure and high-level content) for the next meeting (see below).

The meeting agreed that a realistic timetable would be for the questionnaire to be ready for distribution by September, with the results being collated for publication before Christmas 2019, and published in or with the December issue of the Tatler.

Community Marquee: A draft set of T&C for public hire has been drawn up and needs input on the basis for insurance when used by the public. PT to check with TPC's insurers. The draft will then be circulated for comment. Action: PT. The meeting felt that a hire charge of £150 per event was reasonable if the hirer put it up themselves (professional companies charge £400-£500, including put up and take down). The aim should be to replace the marquee after 4-5 years from income received. It may be possible to get grant funding to buy a floor. PT to investigate.

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PPIG Constitution: The meeting discussed changes to the original terms, to reflect changes in scale and operation since the group was formed. It was agreed that the target membership should be changed from 8-13 people, to 6-10 people. Likewise, it was agreed that the quorum should be reduced to four (from six). The following officers were confirmed as willing to continue in post:

Lisa Pinno, Chair. Paul Taylor, Secretary. Rob Priest, Treasurer. Linda Bond, Cheque Signatory. Meg Galley-Taylor agreed to become the Publicity Officer.

The meeting questioned whether the roles of Volunteering Coordinator (Lynden Hughes) and Community Coordinator (Gaye Tabor) needed to continue to be formally identified.

It was agreed that PT should also become a cheque signatory to cover holiday absences etc.

A copy of the revised constitution is to be circulated to all PPIG members. Action: PT

AOB:

It was agreed that efforts would continue to seek new members for all the local committees, including the PPIG, Tatler editorial team, Fun day, and (when formed) the hall committee. Action Meg re Tatler, Paul re website / FB.

The meeting discussed the new hall, and how it was envisaged, to meet known needs. The quoted hall size is 22m x 9.5m (209sqm), similar to, but slightly larger than Pancrasweek. Linda suggested that visits to this and other local halls could be useful when deciding final specifications and engaging the architects.

It was agreed that the agendas and minutes of the PPIG should be published on the Thornbury web site. PT to action.

Next meeting: 3rd June, at 7.30pm at Woodruff.