

Minutes of TVCMI Meeting
Thursday 3rd April 2008

Present: Josephine Blythe (Chair), Christian Wrigley (Vice-chair), Alison Munroe, Amanda West, Bridget Ditcham, Cedric Gilson, Geoff Pilgrim, Hugh & Anne Pinnock, John Illenden, Paul Burton, Peter Rogers, Rick Sinfield, Simon Howard, Stephen Conway, Tim Palmer, Denise Wilkin, Lorna Minton, Tom Toy, Anna Lawson, Rachael Blain, Anne Holland, Andy Barden.

Apologies: Theresa May (MP), Jenny Hay, Debbie Coleman, Verne Magnusson, David Hymers, Andy Nicholls, Katie Coe, Susan Goddard, Lyn Buddell, Duncan Edwards.

In attendance: Two members of the press

1. Welcome & Introductions

2. Stephen Conway: Setting the scene for a re-launch

TVCMI was set up in February 2001 to manage the opportunities and threats arising from the arrival of Waitrose in the village, and to underpin the vitality and viability of Twyford village centre as a place to shop, work and live. TVCMI was formed as a partnership with other local groups and organisations - the first manager of Waitrose in Twyford, Andy Felton, was particularly helpful and proactive - and this partnership working is as important now as it was then. Close working with the Parish Council is key to delivering what we can achieve as a partnership. Re-establishing a working partnership with Waitrose is also important to the success of our re-launch.

3. Review of the meeting held 13th February 2008 - minutes agreed and signed.

4. Vacant Posts: Financial Officer and Administrator

There were no volunteers for the post of Finance Officer so thanks were expressed to Verne Magnusson who has agreed to continue in the role until a replacement comes forward. He is supported by Cedric Gilson.

Kathy Peck was nominated for the post of Administrator by C. Wrigley, seconded by J. Blythe, and voted in with no objections.

5. Bank Mandate and address for bank correspondence - Cedric Gilson will assist with this.

6. Report from Cedric Gilson and Christian Wrigley on CCB meeting

Summary: Parish Plans are a rolling feature of community life dealing with new problems and needing new people to bring fresh ideas. Surveys and consultations can produce surprising results, for example in revealing the number of people in the community who work from home. Parish plans can be fed into Village Design Statements, which can stipulate the kinds of buildings preferred in the village. The Blewbury Energy Initiative plans to reduce energy consumption in buildings in Blewbury and encourages the use of renewable energy resources. Streatley Parish Plan used a general consultation among villagers to form the basis of a questionnaire, which was administered by a band of thirty streetwalkers. Streatley stressed that collaboration with the Parish Council was absolutely essential.

Full report available on request.

7. Proposed re-branding of TVCMI

A vote was taken on the following suggestions (people could vote for as many names as they liked):

Twyford Action Group (TAG)	9 votes
Community Action for Twyford (CAT)	7 votes
Twyford Initiative for Community & Care (TICC)	2 votes
Twyford Community Initiative (TCI)	7 votes
Twyford Community Partnership (TCP)	12 votes
Twyford Village Partnership (TVP)	21 votes
Action by the Community of Twyford (ACT)	1 vote
Action Partnership for Twyford	5 votes

It was decided to use Twyford Village Partnership, however not to emphasise the initials TVP for risk of confusion with Thames Valley Park. In the logo, the initials should be replaced with the slogan 'Community Action'.

8. Proposal to amend the TVCMI constitution to simplify the structure - carried unanimously. New structure:
Executive Officers (6) - Chair, Vice-Chair, Secretary, Treasurer, Borough Cllr for Twyford, Parish Council Rep.
General Committee - meeting attendees

Sub-Committees/Working Groups - to be created as required but to include the existing Special Events Working Group and Youth Working Group

9. Project wish-lists - tackling something small and achievable!

A document summarising the project wish-list responses from the general meeting held on 13/02/08 was circulated. The Chair observed that the themes of these responses give us scope to pick or propose something and then run with it. Alison Munroe (Income Generation Officer for WBC) thought that there may be pots of money that could apply to some of the things on the list.

People were invited to tick boxes to indicate their willingness to support various working groups including: Plastic bag alternatives (headed up by C. Wrigley), Skate Park (C. Gilson), Twyford Library (S. Conway), Village Walk (J. Illenden), Constitution (K. Peck), Communication - with the community & the press (vacant).

Geoff Pilgrim, Chairman of the Special Events Working Group, paid tribute to the other enthusiastic and hard working members of his team who organise the popular Christmas Fayre. He also thanked local businesses, traders, charities and organisations such as the Round Table, the Scouts & Guides and especially Twyford Parish Council for their continued support. Last year (the 7th year) there were 42 stalls, plans for this year's event - to be held on Friday 5th December 2008 - are for 50 stalls and additional entertainment.

10. Proposal to create new working groups; 'Friends of Twyford Library' and a group to work on a new constitution
Covered in Item 9. The order of items 9, 10 and 11 from the agenda was changed by the Chair during the meeting.

11. Tim Palmer (Community Council for Berkshire): Taking the first steps, how to do a Village Health Check

Due to its size and the range of facilities in the village, Twyford is eligible for funding from the Countryside Agency's Market Towns scheme, but we first need a Parish Plan to identify which projects require funding. A Parish Plan cannot proceed without the full support of the community and the Parish Council. Community or Parish Plans follow a prescribed process - covering the four main topics of environment, economy, social & community issues and transport & accessibility - to end up with an Action Plan. The steps are:

- 1) Invite Parish and Borough Councils to support the project as partners
- 2) Set up an initial partnership (it was felt that Twyford Village Partnership had already started this)
- 3) Form a steering group to take the lead at a launch event (this could be our Executive Committee)
- 4) Publicise plan and launch date (the Scout Donkey Derby on June 1st was proposed for the launch)
- 5) Launch the plan by inviting the community to record their views on Twyford to get an understanding of the issues facing the village. Also recruit volunteers to be involved in working groups covering the 4 topics (above).
- 6) The Healthcheck Process: A) Prepare a 'snapshot' of basic facts about Twyford B) Working Groups use the healthcheck worksheets to perform a current and future SWOT analysis for Twyford and prepare questionnaires.
- 7) Feedback of key issues to the community, develop vision for Twyford and form project ideas.
- 8) Develop Action Plan

The whole process is likely to take 12 to 18 months.

12. AOB/Questions

Should we include a member of Ruscombe Parish Council in our Executive Committee?

Action – send invitation to Ruscombe Parish Council.

How will voting work in the General Committee (meeting attendees) and what happens if members of pressure groups start to skew the voting?

Action – consider the effect of pressure groups when re-writing the constitution.

How do we find out if the community support the idea of producing a Parish Plan?

Tim Palmer replied that flyers are sent to every household inviting them to the launch and the response at the launch will indicate the level of support for a Parish Plan.

Who will work on the launch?

Action - the Executive Officers will invite Twyford Parish Council and Wokingham Borough Council to join with them to start the ball rolling, and aim to recruit more members to the Parish Plan Steering Group at the launch.

13. Date of next meeting

It is proposed that full meetings are held only 3 or 4 times/year. The working groups will meet more frequently as required to deal with the business of their group. They will send a representative to report back to each full meeting of Twyford Village Partnership. Date of next meeting TBA.