



## Minutes of a meeting of the Executive Committee of Twyford Village Partnership Wednesday 28<sup>th</sup> January 2009

**Present:** Stephen Conway, David Hymers, Christian Wrigley, Patrick Heather, Duncan Edwards, Diane Lee, Kathy Peck. **In attendance:** Geoff Pilgrim, Tim Palmer, Susan Goddard

**Apologies:** Josephine Blythe.

### 1. Welcome & Introductions

### 2. Election of new Chairperson

Sadly Josephine has moved out of Twyford so has resigned as Chair of TVP. Patrick Heather was proposed as the new Chairperson by Stephen Conway, seconded by Christian Wrigley and voted in unanimously.

*Actions:* KP to change the contact address on the headed paper  
DL to arrange for changes to the bank signatories

### 3. Discussion on the adoption of an amended version of The Civic Trust model constitution

It was agreed that one of our main objects was to access funds that other local statutory bodies were not able to, therefore this should be first on the list of objectives. There was a lot of discussion regarding subscription charges. On the one hand it ensures the continuity of the group (payment of insurance etc) and confirms the commitment of members. On the other hand we are asking volunteers to do a considerable amount of work, it is hard to say what people will be getting for their money, and we have £10,000 in the bank so it would be hard to justify a subscription at this point in time. It was suggested that we leave in a clause that will allow the committee to consider charging subscriptions in the future, but it was too early to implement charges at this stage as the group is still re-establishing itself. People need to know what they will be paying for before we start to charge.

*Action:* Everyone to e-mail KP with their list of suggested changes by 07/02/09, draft final version to be re-sent out to everyone by 14/02/09  
SC to find out if other local TCMI's charge subscriptions  
TP to find out if other local partnerships charge subscriptions

### 4. Grant Applications

Our annual request for funding was submitted to WBC in December, we should hear if we have been successful in February, however Andrew Nicholls has warned that all the ED grants are under extreme pressure. DL pointed out that our reserve of £10,000 could be considered as committed funds for the next two Christmas Fayres. KP had details of two other grant sources; Awards for All (closes at the end of March '09) and Grassroots. It was agreed that we should apply to these organisations for a grant to cover the cost of administering the Parish Plan project milestones.

*Action:* KP, DL & SG to meet to prepare Parish Plan budget and apply for grants

### 5. Core Strategy Update

SG reported that our 4 comments to the Core Strategy had been submitted on behalf of TVP. The next stage is a public enquiry which SG has kindly agreed to attend on behalf of TVP. The main areas of concern are the proposed Green Belt development by Twyford Orchards, the Bridge House and Hurst Road developers, the moving of Twyford settlement boundaries and the highways development aspect of the Core Strategy.

### 6. Parish Plan progress

KP explained that we needed to re-think our reasons for doing the Parish Plan. It was initially suggested as a way of getting a £40,000 SEEDA grant, however this is the wrong way to look at it. It is essential to get community involvement and to do this we need to focus on all the good reasons why Twyford needs a plan covering the next 10 years; to draw up a list of action points to target areas of need and preserve the things we love about Twyford. SG distributed a flow-diagram of the process and some key dates were discussed. The first main event will be the distribution of a general questionnaire (via Twyford News in April), to be followed up by visits to local groups to talk about the Parish Plan and recruit members to Focus Groups to look into specific issues of local concern. GP commented that the draft questionnaire had a good mix of issues relevant to the whole community. DE kindly agreed we could locate a questionnaire collecting box in Waitrose. PH emphasised the need to feed back to the community promptly so that people could see progress being made. Feedback to the questionnaire will be the focus of the TVP stand at the Donkey Derby on Sunday 7<sup>th</sup> June 2009.

TP invited members of TVP to attend the Parish Plan workshops in Chievely on 28<sup>th</sup> February 9.30am-3.30pm.

*Actions: KP to ask Twyford News editing team to see if delivery of the next issue can be moved forward  
Update: as deliveries will start on the first week after the Easter holidays this is the earliest it can happen – it is not possible to move the dates to before the Easter holidays  
Everyone to contact KP with suggested amendments to the questionnaire by 14/02/09  
KP to contact Twyford Library to ask if we can locate a questionnaire collecting box there  
PH to meet with KP to plan advance distribution of the questionnaire via e-mail*

**7. Insurance Update**

DL confirmed that we are now insured with the Civic Trust policy, but we will continue to take out separate cover for the Christmas Fayre – with particular regard to Public Liability and Employers Liability.

**8. Financial Officers Report**

It was agreed that as our accounts are presented in full once a year after our year-end (end of March), there is no need to list bank balances at every meeting. DL requested that before spending any money for TVP (stationery, room bookings, leaflets etc.) we should contact her first to get a PO number, this is to cover the individuals so they do not end up personally liable.

**9. AGM Plans**

The date was set for Monday 27<sup>th</sup> April at 7.30pm, venue to be confirmed.

**10. AOB**

Skate Park – KP gave an update of progress. WBC have sufficient funds to cover a reduced landscaping scheme and it is hoped this will happen soon. KP has submitted a grant application to the Polehampton Charities to cover flood lights. They meet on 17<sup>th</sup> February.

**11. Date of next meeting**

Monday 23<sup>rd</sup> March at 8.00pm in the Waitrose Training Room