



PATRON: Lady Elizabeth Godsal MBE,DL

TWYFORD VILLAGE PARTNERSHIP

Minutes of the Report Meeting of the Economy and Education Action Group held on Thursday the 29th. July 2010 at 6.30pm at Waitrose Training Centre.

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| <p>Meeting Called by : The Twyford Village Partnership Secretary on Behalf of the Executive Committee</p> | | |
| <p>Attendees: TVP Officers Present: Patrick Heather – Chairman and Fred Willson - Secretary TVP Executive Committee Members Present: Bridget Ditcham (part time), Jeremy Hardman, Duncan Edwards and Kevin Brown Economy and Education Action Group Leader Present: Gordon Storey assisted by Emma Donald</p> | | |
| <p>Minutes Recorded at the Meeting</p> | | |
| <p>Apologies: Apologies for absence had been received from Christian Wrigley, Diane Lee and Stephen Conway</p> | | |
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| <p>1. Introduction</p> | <p>A request had been received by the Secretary from Gordon Storey to arrange a meeting with the Executive Committee to discuss matters relating to the Economy and Education Action Group. There being more than two members of the Executive Committee present the meeting was conducted under the revised arrangements called for by the Chairman in the minutes of the General Committee Meeting held on the 10th. May.</p> | |
| <p>2. Business Forum Membership</p> | <p>Gordon reported that to date 37 local businesses have agreed to join the Business Forum. The majority have completed a membership form and provided payment to cover the subscription. The forms and payment cheques are in the process of being transferred to the Diane Lee. When Diane is satisfied that these are in order she will forward the completed membership forms to Fred Willson. Fred will at this stage allocate a membership number to each application and enter the relevant details onto a spread sheet. This spread sheet will be safely filed and the requirements of the Data Protection Act preserved. Gordon will arrange to provide a receipt for all subscription payments and Fred will advise each member of his membership number and confirm that his membership is duly recorded. It was agreed that recruitment of additional members should be deferred until all the formalities have been completed for the current membership. Gordon stated that several additional businesses have expressed an interest in joining the Business Forum and he is hopeful of increasing the membership to a total of 50 companies by the New Year. It will be the Secretary’s responsibility to advise members of their renewal date.</p> | |
| | | <p>All to Note FW GS GS,FW</p> |

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| <p>3. Utilisation of Funds</p> | <p>It is evident that significant revenue will be forthcoming from the Business Forum Membership. It is recognised that the members need to feel satisfied that they receive good value for their subscriptions and that TVP is the accepted vehicle for leading this group forward in the longer term.</p> <p>The application of these funds needs further discussion at a future date in order to agree that expenditure is allocated on an equitable basis.</p> | <p>All to Note PH,GS</p> |
| <p>4. Age Concern</p> | <p>The Business Forum will be providing support to Age Concern and in particular to the activities at the Lady Elizabeth Centre. The Centre can accommodate upwards of 25 elderly members plus staff each day.</p> <p>The arrangements currently being considered are as follows:-</p> <p>i, Shopping Mobility</p> <p>A proposal is being considered to provide the use of mobile scooters for those residents who require Continuing Care. The purchase of 2 or 3 portable mobility scooters is envisaged with the possibility of an additional unit being placed permanently in Waitrose for general use. As part of this scheme, arrangements would be made for a minibus to transport members of Age Concern and their scooters from the Day Centre to and from the village at prearranged times.</p> <p>Waitrose and Bridge House are supporting this proposal.</p> <p>ii, General Maintenance</p> <p>Consideration is being given to the provision of the redecoration of one room and general maintenance within the Day Centre. It is planned for these works to be completed before Christmas 2010.</p> <p>This proposal is being supported by Waitrose, Hare Hatch Nursery, Interserve Ltd., and the Home Improvement Group.</p> <p>iii, Awareness</p> <p>Support is to be given to Age Concern by providing publicity to make the public more aware of the excellent service that Age Concern gives to the elderly and infirm. This is to be achieved for suitable articles to be published in our local magazines and newspapers. This proposal will be communicated in the “RG10” and “Round and About” magazines and supported by the members of the TVP Business Forum.</p> <p>iv, Christmas Party</p> <p>A Christmas celebration was proposed at the meeting by Gordon. This would take place over five days during week commencing the 13th. December. During this period lunches will be provided to the members of the Day Centre and its staff. Contributions will be forthcoming from local businesses who will provide the food and refreshment. This event will be fully funded by the participating companies and will not require finance from TVP funds.</p> <p>It is intended that the Care Centre Staff will receive a well earned rest as our guests during the lunch periods. Volunteers to assist in waiting at tables and similar duties will therefore be required over the five days.</p> <p>Lady Elizabeth, with Gordon’s assistance will be arranging for various V.I.P’s to be in attendance during the celebrations.</p> <p>Patrick Heather stated that this is a particularly important event in our calendar and it provides an opportunity for TVP to demonstrate their wish to help the elderly in our</p> | <p>DE,GS</p> <p>DE,GS</p> <p>GS</p> <p>GS</p> <p>All to Note</p> |

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| <p>5. Other Groups</p> | <p>community. He therefore was pleased to propose a motion to accept this proposal and this was seconded by Fred Willson. The motion was carried unanimously.</p> <p>The Business Forum is a group of local Companies, several of whom share similar interests. It is evident that co-operation between members to form sub groups of the Business Forum would prove mutually beneficial.</p> <p>A “Home Improvement Group” has already established itself. This currently comprises 13 members of the BF with businesses that offer a combination of services within a wide compass of domestic refurbishment. They have separate meetings to discuss things of mutual interest and have opened a separate bank account to cover advertising and other expenses.</p> <p>A “Food Group” incorporating local retailers is in the early days of formation. Another group who have similar interests in the sale of wedding apparel, cakes, wedding receptions, florists, hire cars etc is expected to be formed soon.</p> <p>It was stressed these are not break away groups and that all members of the sub- groups must be fully signed up members of the Business Forum.</p> | <p>All to Note</p> <p>GS</p> |
| <p>6. Treasure Hunt</p> | <p>A Treasure Hunt Event is being organised by the Business Forum. This is to take place during the schools’ Summer holidays. More than twenty Twyford shopkeepers are participating by the display of a “clue” posted in their shop windows. By this means they will be drawing attention to their respective businesses and thereby expect to benefit from additional custom in the future.</p> <p>Gordon reported that all the arrangements were proceeding well and most of the entry fees have been received. Prizes will be purchased in due course and Gordon requires some lee way in the selection of prizes to ensure that the prize winners win something suitable.</p> | <p>GS</p> |
| <p>7. Future Progress</p> | <p>A schedule of meetings and events that are due to take place over the next few months has been prepared and is attached hereto as a separate attachment.</p> <p>Bridget suggested that at least one meeting of the Business Forum should be arranged to meet at Loddon Hall as this would demonstrate support. Gordon agreed to make the necessary arrangements.</p> | <p>BD,GS</p> |
| <p>8. Website Activity</p> | <p>Emma Donald was welcomed to the meeting. Emma stated that she wished to discuss the TVP website and its use by the Business Forum and TVP as a whole.</p> <p>The website is showing signs of age and Emma advised that this should be updated professionally. A preliminary meeting is required to agree the way forward.</p> <p>Individual changes were recommended as follows:-</p> <p>i, Business Section</p> <p>Emma suggested that this should comprise three pages: an ‘About Us’ page explaining what the forum is, an Events page and a Membership page linking to the Business Forum members’ websites. It must be stressed to all the business users that these web pages must not in any way be used as advertising material.</p> <p>ii, Facebook</p> <p>Emma will also set up a Facebook page for the Business Forum. This she can provide herself and it can be up and running in about 4 -6 weeks time. This would coincide with the results of the Treasure Hunt and allow mention of the oncoming Christmas festivities arranged for Age Concern and the schedule of planned meetings and future events.</p> | <p>All to Note</p> <p>PH</p> <p>GS</p> <p>All to Note</p> |

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| | <p>Emma stressed that the use of Facebook needs to be reviewed as it could be abused and become a website tool for general email use on matters unrelated to TVP.</p> <p>iv, Newsletter</p> <p>A newsletter is well overdue. Whilst Emma is responsible for editing and publishing the material she relies completely on others to provide information on matters relating to the activities of TVP and any event that would be of general interest to Twyford residents. Emma will email various people within TVP and outside who could provide her with such material. Fred will send to her a list of possibilities.</p> | <p>All to Note</p> <p>ED,FW</p> |
| <p>9. Education</p> | <p>Gordon reported that since Rosemary Hay has joined his Action Group they have able to make excellent progress with the local schools. Several visits have been made and a very good relationship has been established. In fact Piggott School has expressed keen interest in joining the Business Forum. They will be much welcomed.</p> | <p>All to Note</p> |