



PATRON: Lady Elizabeth Godsal MBE,DL

TWYFORD VILLAGE PARTNERSHIP

Minutes of the General Sub-Committee Meeting held on
 Monday 10th. May 2010 at Waitrose Training Centre

Meeting Called by : The Twyford Village Partnership Executive Committee	
Attendees: Officers Present: Patrick Heather – Chairman Christian Wrigley – Vice Chair, Diane Lee – Treasurer and Fred Willson – Secretary Other Members Present: Kevin Brown, Stephen Conway, Bridget Ditcham, Duncan Edwards, Susan Goddard, Tim Palmer, Kathy Peck, Geoff Pilgrim and Gordon Storey.	
Minutes Recorded at the Meeting	
Apologies: Apologies for absence had been received from Emma Donald and Jeremy Hardman Action by	
1. Welcome	The Chairman welcomed all present. A particular welcome was given to Kevin Brown as this was his first meeting since his election to the Executive Committee at the A.G.M. The Chairman also extended his thanks and that of all Committee Members to Kathy Peck who has resigned her position as Secretary after having diligently served TVP in that position for over 2 years. Kathy’s other responsibilities prevent her from taking a senior position in TVP but she expressed her wish to be involved in some of the action groups, particularly those involved with cycling matters and the proposed New Library.
2. Introduction	a, The meeting had been called in order to progress any matters arising from the meeting held on the 10 th . March 2010 and to receive reports from the sub-committee Action Groups. b. The minutes of the meeting held on the 10 th . March was approved.
3. General Matters	a. The Chairman stated that excellent progress had been made in respect of the Business Group and it is apparent that the next stage of its development is upon us. Considerable additional effort will be necessary to move forward and consideration had been given to splitting the Economy & Education Action Group into two separate sections. Gordon reported that Fred and he had that day met with Rosemary Hay. Rosemary is well known to Susan who had suggested that she would be a great asset to TVP due

	<p>to her wide experience in Educational matters.</p>	
	<p>The conversation with Rosemary was very constructive and Rosemary appears to be interested in joining TVP. However she requested some time to consider the situation and will attend the next meeting of the Business Group to be held on the 17th. May when she will give her decision. She was given a Membership Application Form.</p> <p>Much of the conversation related to the liaison and co-operation of the schools and the local businesses which should prove of mutual benefit. It was agreed in principle that if Rosemary accepts the position she and Gordon will visit the three local junior schools to discuss this arrangement with them. If these meetings prove to be of value as expected, the other schools in our area will be approached.</p> <p>In view of the probability of Rosemary joining the Action Group, Gordon stated that he is quite happy to be leader of the group as it currently stands and saw no advantage in its division. In fact Rosemary would probably decline as she implied that she would not favour having the responsibility of leading a separate action group.</p> <p>Susan pointed out that if we decided to split the group it would conflict with the Parish Plan as the list of Action Groups and the leaders are established therein.</p> <p>In view of the situation it was agreed to leave matters as they are and continue with the Economy & Education Action Group in Gordon's capable hands.</p>	<p>ALL</p>
<p>4. Sub-Committee Action Group Reports</p>	<p>a, Christmas Fayre 2010</p> <p>Geoff Pilgrim reported that the group had held its first meeting. He will send the minutes to Fred.</p> <p>The budget for this year's event has yet to be presented, the delay being due to the absence of the final account figures.</p> <p>Geoff has asked Fred to provide a letter heading for the use of his team. Patrick confirmed that the matter is currently in his hands as he has arranged for a colleague to prepare this. He will be in possession of the letterhead tomorrow and he will email it to Fred to send on.</p> <p>Geoff commented in connection with the requirement for his team members to be members of TVP and to sign a membership Form.</p>	<p>GP/FW</p> <p>GP/DL</p> <p>PH/GP /FW</p>

	<p>It was confirmed that this is a necessity as clearly anyone in a position of responsibility or as a representative of TVP should be a full member. Geoff did not expect to encounter resistance from any specific member of his team but should this arise he will report back to Patrick.</p> <p>In any event, any letters that are sent out on TVP letter headed paper by any member must be copied to Fred for record purposes.</p> <p>It was confirmed that Patrick and Stephen are actively seeking funding for TVP but it is early days to make an assessment of the final outcome. A review of the funds available to finance the Christmas Fayre will be made in September.</p>	<p>GP</p> <p>ALL</p> <p>PH/GP /SC</p>
	<p>b. Parish Plan</p> <p>Susan provided a summary of the progress of items of the Action Plan. Generally things are proceeding well and in fact some actions have already been completed ahead of schedule.</p> <p>Susan has prepared a feature that will appear in the Round & About magazine. This feature gives outline details of TVP and the Parish Plan.</p> <p>A great deal of interest has been shown by the local press which is much welcomed. A report will be prepared for the Twyford Advertiser covering the progress of the Business Group and the “Get Twyford Walking” initiative.</p> <p>Susan expressed the thanks of TVP to Waitrose for printing the Parish Plan booklets.</p>	<p>SG</p> <p>DE</p>

	<p>c, Economy & Education Action Group</p> <p>Discussions concerning the structure of this group and Educational matters have been recorded under item 3a of these minutes.</p> <p>A very full report on the current situation of the Business Group was given by Gordon Storey with assistance from Kevin Brown.</p> <p>It is evident that the first stage of the Business Groups formation has been completed in accordance with the Parish Plan. Gordon said that it was now necessary to prepare for the next stage and made suggestions how TVP can move forward.</p> <p>He proposed that the various businesses in the Twyford area form themselves into an association. It would then be necessary for them to agree some basic rules for the association to enable formal membership of the TVP – Business Group to be available as part of TVP. Membership will be restricted to businesses in Twyford and the local area where Twyford residents are likely to shop or use the services available. It is intended that prospective members shall complete an appropriate membership application in order to formalise their membership. It is also the intention that members will be required to pay a subscription charge to TVP. Currently it is anticipated that approximately 25 businesses would be interested in such an association. The group’s activities, in conjunction with TVP, would provide excellent advertising opportunities and more importantly, encourage more visitors to Twyford with the obvious benefits to trade and business.</p> <p>It was confirmed that Gordon will continue to lead/co-ordinate the new association with the on going assistance of Kevin.</p> <p>The principles of the above proposal were very well received and it was noted that the TVP constitution does not prevent such activity.</p> <p>The next meeting of the Business Group is arranged for the 17th. May when these matters will be discussed. It is anticipated that at that meeting certain agreements will be made concerning the way forward. If so, the next action will be to set out the rules of membership and to recruit members. Suitable forms will be provided by TVP via Fred. At that stage TVP will need to formulate a procedure for the collection of subscriptions and the recording of memberships.</p> <p>It is anticipated that once it is constituted the Business Group will hold regular meetings. They will also require some space on the TVP website to advise TVP members and residents of its activities and the events programme .</p> <p>The Business Group are organising several events for 2010.</p>	<p>All</p> <p>All</p> <p>All</p> <p>GS/FW</p> <p>GS/ED</p>
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	<p>The group intends to arrange an “Annual Summer Holiday Event”. This is a TVP event primarily aimed towards school children during their summer recess. This year the event takes the form of a Treasure Hunt.</p> <p>The objective is to improve the awareness of some of our lesser known businesses, to raise some funds towards the Christmas Fayre and give enjoyment to all those who take part - including parents. Various clues relating to things Twyford will be given and “Get Twyford Walking” maps will be available to competitors. Prizes will be given to the most observant.</p> <p>Visits to local schools will be made to explain how the Treasure Hunt will operate.</p> <p>For expediency, the maps for the event have been provided by Gordon and it was agreed that the cost of these would be reimbursed to him by TVP.</p> <p>August bank Holiday weekend will see the Business Group in action at a Spanish Style barbeque.</p> <p>The Longfield Road shops are organising a “Birthday Event” in July.</p> <p>Century Framing has offered to provide a number of framed “maps” to be located at various prominent locations around the village. A presentation of these framed maps will be made at the local Primary and Junior Schools, the Library and Surgery. Patrick will ask Lady Elizabeth if she could be involved. Century Framing is the sponsor for this activity.</p> <p>Various other activities in support of local charities are proposed.</p> <p>The Chairman thanked Gordon and Kevin for their achievement in progressing the Business Group to this level. Their undoubted enthusiasm for the project has been rewarded and TVP look forward to the future with optimism.</p>	<p>ALL</p> <p>GP/DL</p> <p>ALL</p> <p>GS/KB/PH</p> <p>LEG</p>
	<p>d, Environmental Sub-Committee Report</p> <p>Susan gave a general report on progress.</p> <p>The Litter Pick up that was organised by Twyford Parish Council was successful. 19 volunteers presented themselves for duty many bags of rubbish were collected. It is intended that this will become an annual event. Some members of the Round Table were present.</p> <p>Some progress was made regarding the possibility of obtaining some hydroelectricity for Twyford. An inspection of the Weir gates was made last week. Unfortunately whilst there is good water flow the Specialist Engineer found that there was insufficient height to make the scheme viable. However it appears that there could be a possibility of installing an energy producing device in the stream alongside Bridge House and that this might be able to be incorporated into the redevelopment of the site. Susan will contact the Bridge House management to make them aware of this.</p> <p>It was suggested that Donation Boxes for the Christmas Fayre and other specific events could be provided in shops, restaurants and other places around the village. Susan will make enquiries and liaise with Gordon to see if this is viable.</p> <p>Susan will make enquiries with WBC to find out if they have ever produced a booklet on Conservation Areas for Twyford similar to those issued previously for Wargrave and Hurst.</p> <p>Susan will write to our MP and Borough councillors to advise them of the problem in Twyford resulting from noise from aircraft.</p>	<p>SG</p> <p>SG/GS</p> <p>SG</p> <p>SG</p>

5. Other Events	<p>e, Transport and Accessibility Action Group Report</p> <p>Patrick informed the meeting that due to his pressing business and other activities he wishes to relinquish his responsibility for leading the Transport & Accessibility Action Group. He would be grateful if a suitable replacement can be found. However, he is willing to continue with his involvement with the group in matters relating to railways.</p> <p>Bridget reported that investigations are ongoing by WBC, TPC, WPC and RPC regarding safety provisions at the junction of London Road and the A4. A report is awaited.</p> <p>Considerable response has been received following the issue of a questionnaire regarding the proposed one way system along Station Road. Over 100 replies were forthcoming including about 25 from residents in Station Road and Brook Street. A report is expected very soon.</p>	<p>ALL</p> <p>BD</p> <p>BD</p>
	<p>f, Social & Community Action Group Report.</p> <p>Christian reported that a meeting had taken place last week with the Library Department of WBC. The meeting was attended by Christian, Kathy and Fred from TVP and took place in Polehampton Close.</p> <p>The representatives from WBC were very supportive of Twyford having a new library. However Council funding might be difficult particularly due to the financial restraint currently imposed.</p> <p>Christian and Kathy intend to visit the similar development at Finchampstead as soon as is convenient.</p> <p>A further report will be given at the next meeting.</p> <p>Stephen said that another site that had been earmarked now has a legal title and we should keep our options open.</p>	<p>ALL</p> <p>KP/CW</p> <p>CW</p>
	<p>a, Donkey Derby</p> <p>Patrick advised that the Maidenhead Advertiser had offered to provide free of charge a Bouncy Castle. It is provided on condition that they can display some specified advertising material at the event. Also TVP may retain any revenue that is forthcoming.</p> <p>Some concerns regarding Health & safety, space requirements, the cost of erection and dismantling etc. were expressed. Patrick will check these items with the newspaper to ensure that all is taken care of.</p> <p>Kathy volunteered to be “Donkey Derby Queen” and to be responsible for the co-ordination of TVP involvement in this event.</p> <p>Patrick and Kathy to discuss the possible participation of Vegpods in this event as they have expressed an interest.</p> <p>A suggestion has also been made for a demonstration by Peter Baveystock , WBC Head of Recycling. Peter is quite enthusiastic on this. Kathy and Susan to discuss.</p> <p>Geoff is eager to organise a raffle. He already has several good quality prizes promised but more are required.</p>	<p>PH</p> <p>PH/KP</p> <p>ALL</p> <p>PH/KP</p> <p>KP/SG</p> <p>ALL</p>

<p>6. Miscellaneous</p>	<p>Lady Elizabeth has agreed to present the prizes later in the afternoon. It was also agreed that a cost of £1 per ticket, sold on the day, would be charged. Contact details of the respective participant must be obtained at time of purchase in case they are absent at the time of the presentations.</p> <p>Kathy will provide a poster for the raffle.</p> <p>The main theme of the TVP Marquee will be an environmental subject.</p>	<p>PH/KP GP/LEG</p> <p>KP</p>
<p>7. Any Other Business</p>	<p>a, The suggestion that TVP should have a facebook page on the internet has yet to be decided.</p> <p>b, At the AGM, the Rev. Howard expressed an interest in TVP. TVP recognise the importance of involving the local churches in our work. This will be pursued in due course.</p>	<p>PH/ED</p> <p>PH</p>
<p>7. Any Other Business</p>	<p>a, Tim Palmer will circulate by email a report that he has obtained from James Turner of "Hidden Britain". This is a pragmatic view of Twyford.</p> <p>b, Patrick will be having a meeting later this week with Terri Jones concerning possible co-operation with him on the Henley Arts Trail. Terri currently has 9 events planned for Twyford.</p> <p>c, It was agreed that the minutes of Executive Committee Meetings can be distributed to the Leaders of the sub committees at their request.</p>	<p>TP</p> <p>PH</p> <p>ALL</p>
<p>8. Date for next Meeting</p>	<p>A date for the next meeting was not agreed.</p> <p>Message from the Chairman It is unfortunate that due to insufficient time I was unable to raise the following item under Any Other Business.</p> <p>The format for Sub-Committee Meetings will be changing in order to reduce the numbers attending and the duration of these meetings which have become prolonged. The executive Committee will reduce the numbers of their meetings to 4 per year, emergencies excepted.</p> <p>Sub- Committee Meetings will take place to enable the Action Groups to report to the Executive Committee on a one to one basis as the needs arise. A minimum of two Executive Committee Members will be present to receive the report.</p> <p>It is, and always has been a responsibility of the Action Groups to report all actions and proceedings to the Executive Committee as soon as possible. In order to do so a request to the Secretary by email to arrange a meeting is the only action that will be required. The Action group Leader will be required to issue an agenda.</p> <p>Clearly it is not always necessary to have a meeting to clear minor issues or to seek clarification. The usual discussion by email as currently adopted by all will continue to serve this purpose as in the past.</p> <p>It is hoped that by adopting these measures better co-ordination of effort can be achieved and a better dialogue and closer liaison established as we move forward into the Action Plan.</p>	<p>ALL</p> <p>ALL</p> <p>ALL</p> <p>ALL</p> <p>ALL</p>