

Minutes – Wye with Hinxhill Parish Plan Steering Group Meeting – May 21 2007

	<u>Present:</u>	<u>Apologies:</u>	<u>Observer</u>
Peter Sutherland	Jenny Oram	Mary Braithwaite	Errol Roberts
Peter Vujakovic	Liz Lovatt	Nigel Ings	
Richard Bartley	Ian Coulson	Francis	
Eaen Templeton	Diana Pound	Huntingdon	
Jonathan Spencer			

1. Confirmation of Minutes 14th May Meeting

It was agreed that these were a correct record of the meeting.

2. Matters Arising

Review/Approval of draft Constitution

- Several members felt that under **(2) Purpose** the model on which this constitution is based emphasises extractive methods (ie whereby views and information are gathered) and does not mention more participatory methods of working. It was agreed that the following amendments should be made:
 - o The initial statement Under **Purpose** should read ‘The purpose of the SG shall be to work in partnership with the Parish Council to develop a Parish Plan with the full participation and involvement of the community. The SG will carry out the following tasks:’
 - o Task 5 should read ‘Identify ways of involving the whole community, engage in participatory dialogue and collaboration and gather the views and opinions of as many individuals, groups and organisations in the community as possible;’
 - o Task 7 should read ‘Decide on the activities and methods to be used for information gathering and analysis and for participatory community involvement and collaboration, ensuring the use of creative methodology an that responds to local needs, and is an exemplar of good practice;’
- The revised constitution will be put before the SG for approval at its next meeting.
- Diana Pound shared with the SG her concern that the methodology adopted by the SG for Phase 1 of the Parish Plan is not deliberative enough. As a professional using and promoting stakeholder dialogue techniques as best practice, this places her in a difficult dilemma. Ian Coulson reminded the SG of the basis on which it had reached the decision to use a questionnaire approach to land use issues fully embedded within a system of volunteer patchworkers. The SG’s approach to Phase 1 of the Parish Plan is a realistic response to current circumstances.

Progress on leafleting

- Peter Sutherland is waiting to hear that the distribution of leaflets has been completed throughout the Parish.

JO to
check
with PS

Provision of ‘Letter boxes’, Wye News & Leppers

- In addition to Wye News and Leppers, the Library should be supplied with a receptacle for receiving responses, as well as the station, the Co Op, Churches and Pubs.

RB to
do asap

Parish Plan Website/page (Wyeweb?)

- Jenny Oram described what she knew about the Wyeweb initiative. The site is apparently to be gifted to the village by David Hewson but control is currently being retained by him and by someone nominated by him. The site is not, therefore, subject to the disciplines of a collective nor is it currently being independently moderated. Ian Coulson suggested that SG members should go away and look at the site to help them decide whether it is a suitable vehicle for putting up information about the Parish Plan. Errol Roberts

whole
SG

informed the SG that he had put up a mini-site on Wyeweb for the Parish Plan but has now modified it.

3. Questionnaire and Supporting Documents

- The draft questionnaire was discussed in detail for the rest of the meeting. Jenny Oram annotated a copy and agreed to amend and circulate the revised version. It was agreed that it should also be passed to Simon Cole (LDF policy planner at ABC) for his information. JO
- Diana Pound mentioned the existence of a website that allows questionnaires to be completed on-line. She will investigate and email its address to the SG. There might be problems of duplicate responses. DP
- Diana Pound mentioned that there is someone in the village who develops/uses questionnaires professionally. He advised WFG last year on Imperial College's questionnaire. She will get in touch with him and email his details round the SG. DP
- **There was no time to discuss the matter of supporting documents for the questionnaire.**

4. Patchworkers – Areas of 'patches'

- Jenny Oram offered to provide lists and maps that would assist in defining patches. There was no time to discuss further. JO

5. Briefing Patchworkers and the 'drop in' event

- This matter was deferred to the next meeting. Jenny Oram did raise the possibility that several drop-ins might be organised, one for an afternoon and another for an evening during the week beginning 4 June.

6. AOB

- None

7 Date of next meeting

- Wednesday, 30 May at 7.30pm at the Methodist Hall