

MINUTES OF NORTH FAMBRIDGE PARISH PLAN GROUP MEETING

Held Tuesday, 2nd December, 2008 at 7.45 p.m.

Present: Trevor Jones, Sandra Nunn, Valerie Shawcross, Jeanette Mochrie, Claire Udall.

1. Apologies for Absence: John Shawcross, Sue Thomas.

2. Agree Minutes of Meeting held on 11th November, 2008.

The Minutes were agreed and signed by Sandra Nunn.

3. Matters Arising from the Minutes

The Chairman thanked Trevor for all his hard work in producing and getting printed the Parish Plan Booklet.

4. Report From Chairman

The Chairman reported that progress was being made on the erection of a finger sign for the village. The site for the sign was discussed.

The Parish Council had obtained additional dog bins and 3 volunteers had come forward at the November Parish Council meeting to install them. One was already in place and two would be installed next week.

5. Report from Treasurer

There have been no changes to the account which still stands at £3929.42.

Trevor gave receipts of £2.66 and £11.55 for petrol and postage costs for delivery of The Parish Plan Booklet to the printers.

6. Report from Secretary

Valerie and John volunteered to be responsible for providing a list and for the distribution of the Parish Plan Booklet. A list of organisations other than all households and businesses in the parish that would require a copy was discussed and agreed. It was also agreed to publish the booklet on the website.

It was agreed to add an agenda to the IN TOUCH notice to encourage residents to arrive at the meeting for the Chairman's report at 10 a.m.

7. Update Report on Printing of Parish Plan Booklet

Trevor read out the answers from the printers to the questions requested at November's meeting: it is not possible to give a reduced rate for the printing; there will be no V.A.T. charge; invoice payment will be due as soon as it is received; the litho method of printing gives a better finish than digital printing. The printers had supplied samples of the printing finish and paper used. They had also provided a draft copy of the booklet for approval. A few minor changes to the draft were requested. Trevor has written to the other printers stating that their services are not required. A delivery date of 10th December approximately was given which would be in time for the launch meeting.

8. Discuss Agenda for Launch Meeting

Stella Meesters has given her apologies for the meeting as she will be abroad on that day.

It was agreed that members of the group should arrive at the hall at 9.15 a.m. Jeanette agreed to design and co-ordinate the displays which should include the parish action plan, a visual display of the process of questionnaire result to inclusion in action plan using speeding as an example, a coloured enlargement of our logo and the file of the questionnaire 'tick answer' results produced for the last public meeting. Sandra agreed to borrow some display boards and provide green paper backing for the notice boards in the hall.

The meeting would start at 10 a.m. with The Chairman's report, followed by a report from The Parish Council regarding any results from actions already taken, then a questions and answer session from residents. It was agreed that residents should be encouraged to set up working parties themselves to provide additional clubs, activities etc. requested in the questionnaire but not included in the action plan, for which funding may be available. Residents should be made aware of any grants available.

John would commence the distribution of the booklet halfway through the meeting.
Sandra and Jeanette volunteered to organise refreshments.

9. Report on L.S.P. Meeting held on 25th November, 2008.

A summary of the meeting was read out for by the secretary as follows:

Present:

Paul Harris – Viking Community Transport
Police representative
Ann Garner – Adult Education
Paula Brown – E.C.C. Walk in buses
Jackie Roerig – E.C.C. Highways
Catherine Gaywood – East Essex Transport Forum
Jackie Sinden – Dengie Project Trust
Lynn Marston – M.D.C. L.S.P.
Chris Rust – M.D.C. Made notes of meeting.
Stella Meesters – R.C.C.E.
Sandra Nunn, Claire Udall, Valerie Shawcross – N.F.P.P.G.
Roger Sinden, Alan Tozer – Southminster Parish Plan Group (S.I.F.T.)

Invited but did not attend: National Express and Network Rail
Maldon Planning
Mid Essex Primary Care Trust
North Fambridge Parish Council member

- Introduction from Lynn (L.S.P.) ask how they can deliver help.
- Summary from Sandra – highlighted: Housing and Development, traffic/footpaths, desire for rural environment maintained, police coverage, no transport for elderly of to medical facilities.
- Summary from Southminster
- Police stated speed watch can be divisive and cause problems with neighbours. Have found they already have repeat speeding offenders on record. We have special constable for village only. Recommended we attend Neighbourhood Watch Forums to get things done, also Police/Neighbourhood Action Panel meetings.
- Highways: speed sign to be installed that day. All signs in area to be reviewed. Pilot schemes at moment removing all signs so drivers have to slow down to check route. Problem with Parish Council not giving details of decisions and discussions to residents and P.P. Group.
- Viking Community Transport Scheme is a voluntary one that needs to be supported by villagers. Only one driver from Althorne and one from North Burnham servicing this area so need more

drivers to come forward. Will get petrol paid if registered with Viking. Residents still have to pay for service. Cannot supply mini bus on regular hospital route as this area is serviced by 3 different hospitals (Maldon, Broomfield, Southend). Lynn will put on agenda for Debra Wyrill (Primary Care Trust). Dial a ride not supported. Southminster has own minibus.

- ONE PLACE ONE WORLD ONE VISION was explained by Jackie Sinden of the Dengie Project Trust. They try to arrange activities for village communities to get together, e.g. tea dance, etc. which could involve the parish of North Fambridge.
- Walking buses discussed for Southminster.
- Adult Education could provide courses in village hall for elderly, there is also funding for youth service. It was also suggested that they could organise volunteer drivers for the Viking minibus if there was enough support for any adult education courses.
- Funding available for action plan.

“Do we want regular meetings?” was asked, and, a “Making it happen” scheme suggested. We said that we felt it should include Parish Council and that they would probably find future meetings helpful.

Chris Rust wrote bullet points of the meeting on a flip chart which she agreed to type up and e-mail to those present.

10. Discuss Role of The North Fambridge Parish Plan Committee in the Future.

It was agreed by those group members present that, as the N.F.P.P. group has a mandate from North Fambridge residents, and that funding is available to us as a group for action plan projects, that we continue to meet, at least on a 4 monthly basis, until 2010 when the action plan and Village Design Statement should be completed. This would make it necessary for there to be an A.G.M. in March and for residents of the parish to vote in N.F.P.P. group members. Any group member not wishing to continue will need to provide a written resignation. Sandra agreed to respond to any e-mail received from M.D.C. and to inform them of our intention to continue as a group and to include us in any future L.S.P. meetings. This should be reported to residents at the launch meeting.

11. Any Other Business

There was no other business.

12. Summarize Any Actions to be taken before Next Meeting

- Sandra to respond to Chris Rust on the group's intention to continue until 2010 when e-mail received listing points discussed at L.S.P. meeting.
- Sandra to prepare a report for the launch meeting summarizing our actions to date and future role as a group, also to include possibility of funding if residents are prepared to form working groups for action plan projects.
- Sandra to provide display boards and send Jeanette details of sizes.
- Sandra to provide green paper backing for notice boards.
- Sandra to bring file of questionnaire results to launch meeting.
- Jeanette to design and co-ordinate launch meeting display.
- Jeanette to obtain black and white copy of the action plan in A1 size for display at launch meeting.
- Trevor to use “speeding” as an example of the process of taking response from questionnaire to action plan in display format A3 size for launch meeting including extract from questionnaire, traffic chart and action plan.
- Trevor to provide blow up copy of Logo in colour in A3 or A4 size for display.
- Valerie to add agenda to IN TOUCH notice and send to Michelle for inclusion in January issue.
- Valerie to provide 2 copies of IN TOUCH notice for Parish Council notice boards.
- Valerie to produce distribution list for Parish Plan Booklet for John.
- Claire to have financial figures available for launch meeting in case required.

- Sandra and Jeanette to organise provisions for launch meeting refreshments.

13. Date of Next Meeting

Launch Meeting Saturday, 10th January, 2009 at 10 a.m. in the village hall.

Meeting Closed at 10.15 p.m.