

# DRAFT

## Minutes of the East Leake Community Plan Group held on Wednesday 25<sup>th</sup> April 2012 at 7.30 pm at the East Leake Parish Council office.

Present: Jenny de Villiers	Co-operative Sector & Neighbourhood Watch (Chair)
Vicenta Rose	Resident (Secretary)
Kevin Shaw	East Leake Village Hall
Julie Stables	Love & Piste
Lesley Way	Resident
Doris Elcock	East Leake Community Care
Shirley Fox	Women's Institute
Gary Grayston	Business owner
Felicity Rose	Resident
Brenda Lewis	Resident
Craig Baldwin	Something Special
Donna Griggs	Resident & Lantern Lane School

Item Number	Agenda Item	Action
1	<b>Introductions</b> Jenny welcomed everyone to the meeting	
2	<b>Apologies</b> Apologies received from Alison Scally, Carys Thomas, Peter Tyers, Conrad Oatey and Barbara Wright.	
3	<b>Declarations of Interest</b> None declared.	
4	<b>Minutes of the March meeting</b> The minutes were approved as a true and accurate record of the meeting held on the 28 <sup>th</sup> March 2012. Vicenta will upload them onto the East Leake website.	Vicenta
5	<b>Matters arising not on the agenda</b> Jenny has received communication from Lynn Sykes about the pedestrian crossing and activated street speed signs. Kevin confirmed that that the pedestrian crossing will be built between the Co-operative supermarket and Salisbury Avenue this financial year. Neighbourhood Watch did a speed watch recently and there was a significant amount of speeding.  Articles about the Drop in days had been sent to the Nottingham Evening Post, East Leake Times, Loughborough Echo and Parish Council newsletter. Loughborough Echo had published the article along with photos and an article will go in the next Parish Council Newsletter.	

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6	<p><b>Questionnaire</b>          Need to agree consistency and appropriateness of terminology e.g. family/household etc. Could include a definition in the questionnaire introduction.</p> <p>It was suggested that we explore the possibility of commissioning an independent expert person to review the questions to ensure they are worded appropriately. Could be someone with experience of questionnaire design or a research background. Communication and Consultation Sub Group to consider.</p> <p>Need to agree whether the questionnaire is completed at household or individual level and also ensure that the figures are not skewed. Keep it as simple as possible. Questionnaire should be designed to inform the visions – it is not a census so consider how much depth of detail and data is required. The Community Plan will provide useful information and data to the Parish Council.</p> <p>The Parish Council would like to include a question about whether people would like East Leake to remain a village or become a Town</p> <p><u>Education, Culture and Leisure</u>          Need to include children at home in educational phase section. Not much feedback via post it notes on culture although library opening hours were mentioned.          Include whether residents would like to see a museum in the village.          Farmers Market also featured strongly in business section.          Need to define “Trim Trail”          BMX trail also features in Young People section.          Some questions need a bit more detail and context e.g. footpaths – which ones,          Kevin confirmed that Meadow Park paths are country paths and will be crushed quarry/limestone not tarmac FMP recently received a generous donation of £5,000 which will be spent on the foot paths.</p> <p><u>Health</u>          Consider removing the introductory statement as could be leading. Could include age groups of people responding as different age groups tend to have different health needs.          Could replace frequency of use of a service with how many people access the service. The Health Centre captures data that could be used to inform the Community Plan/ Jenny, Lesley &amp; Conrad will work on the questions.</p>	<p>Communication and Consultation Sub Group</p> <p>Communication and Consultation Sub Group</p> <p>Donna</p> <p>Lesley, Conrad &amp; Lesley</p>
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	<p><u>Transport</u>          Might be more useful to know whether people work in the village or not rather than where they commute to, i.e. is it because there are not enough suitable jobs in the village. This could be covered in the Business Section.          Leave in section about pedestrian crossing as residents may feel that others are needed apart from the one already planned.          Could move question about speeding to Crime Prevention and make it a generic question.          Could be useful to know whether people use the bus service and if not, why not. Could simplify this question and the one about the Community Transport Scheme. Include Community Car Scheme?</p> <p><u>Young People:</u>          Include college as well as school. In section 5 need to include Rainbows, Beavers, Venture Scouts and Rangers.          Include dancing and gymnastics in activities as they are very well attended.          Capture adult usage of Leisure facilities in Leisure section.          Useful to know level of awareness of facilities in the village as it could be an opportunity to promote them and help bring community together. Part of the vision could be a central point of information so include a question about how easy people find it to locate information about the village. Consider including a question about use of technology.</p> <p><u>Business:</u>          Key themes from the post it notes were about better toilet facilities, greengrocers, fishmonger, bank, farmers market and improving shop frontages. Lot of feedback about more competition for the Co-operative but on the other hand there was some feedback about not wanting more large shops.          There a quite a number of home based businesses in the village.          Feedback about shopping locally i.e. Totally Locally.          Include questions about how to encourage more local business and promotion of existing businesses. Set up a Local Business Enterprise? Re-establish the local Traders Association?          Jenny confirmed that The Co=operative will consider opening a banking facility in store in response to community feedback.</p>	<p>Conrad</p> <p>Kevin</p> <p>Craig, Julie &amp; Gary</p>
7	<p><b>Training and Development</b>          There are a few spare places on the next CABA workshop to be held on the 28<sup>th</sup> April at the Baptist Church.</p>	
8	<p><b>Any other business</b>          Gary raised the issue of how we use the Facebook page (and possibly Twitter) in relation to this Group. Agenda item at next meeting for further discussion and agreement.</p>	<p>Vicenta</p>

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	Felicity stated that it might be worth considering commissioning a specialist company to work on the questionnaire and data analysis to ensure that we get the maximum benefit from the questionnaire. Communication and Consultation Sub Group to consider and bring proposals to the next meeting	Communication and Consultation Sub Group
9	<b>Date of Next Meeting</b> Monday 28 <sup>th</sup> May 2012 at 7.30pm in the Parish Council Offices.	