

**Minutes of the East Leake Community Plan Group held on  
19<sup>th</sup> June 2013 at 7.30 pm at the East Leake Parish Council Office upstairs room.**

Present:      Jenny de Villiers      Co-operative Sector & Neighbourhood Watch (Chair)  
                   Vicenta Rose              Resident (Secretary)  
                   Carys Thomas            Parish Councillor  
                   Craig Baldwin            Business owner/Resident  
                   Donna Griggs            Lantern Lane School/Resident  
                   Doris Elcock            East Leake Community Care/Resident  
                   Brenda Lewis            Resident  
                   Gary Grayston          Business owner/resident  
                   Julie Love                Business owner/resident  
                   Kevin Shaw              Parish Councillor/ Village Hall  
                   Conrad Oatey (Part) Parish Councillor  
                   Lesley Way              Resident  
                   Felicity Rose            Resident

Item Number	Agenda Item	Action
1	<p><b>Apologies and acknowledgements</b></p> <p>Apologies received from Greg Hewitt, Jenny Kirkwood, Eric Hallam (post meeting) and Conrad Oatey for the first part of the meeting.</p> <p>A communication had been received after the meeting from Barbara Wright (Micropropagation Services and St Mary's church) to state that she can no longer continue with the group.</p> <p>The Group would like to place on record their appreciation to Greg Hewitt and Jenny Kirkwood from RCAN for their useful input and support.</p>	
2	<p><b>Declarations of Interest</b></p> <p>None.</p>	
3	<p><b>Minutes of the May meeting</b></p> <p>Approved as a true and accurate record.</p> <p>Vicenta to ask the webmaster to upload them onto the East Leake Website. <a href="http://www.east-leake.co.uk/community-led-plan.html">http://www.east-leake.co.uk/community-led-plan.html</a></p>	Vicenta
4	<p><b>Matters arising not on the agenda</b></p> <p>Shop Front Improvement Scheme – no further update. Carys to check with Parish Council if there has been any feedback. Post meeting note: Parish Council have confirmed that as it is a Rushcliffe Borough Council initiative, they may have had responses directly. Craig reported that he has used the scheme for the shop in Ruddington and it was very useful.</p>	Carys

	<p>Good to hear positive feedback on the scheme.</p> <p>Photographs of ELCPG members on the Community Plan section of the website – agreed a good idea and could include photographs in the Community Plan document.</p> <p>Photography competition – Felicity will check with the Parish Clerk when the next newsletter is due so details can be included. The Village Show has a photography competition for adults and children so could use photographs from there. Felicity will design a copyright consent form. Could include drawings from school children. Include categories for the photo competition. Have also got photographs on a CD kindly donated by Hayley Masom from the 2012 Drop in Day.</p>	Felicity
5	<p><b>Development of the Community Plan</b></p> <p><u>Relationship between Community Plan and Neighbourhood Plan:</u>  Agreed to have a joint meeting from 6pm to 7pm on the 9<sup>th</sup> July at the Parish Council offices (Downstairs room) between Community Plan Group and Neighbourhood Plan Group (as many that can make it bearing in mind the early time) to define boundaries as discussed at the last meeting.</p> <p>Carys clarified that the Neighbourhood plan relates to policies for land use i.e. anything that goes to Rushcliffe Borough Council for planning. The Community Plan is the whole thing. The Community Plan may identify actions that require a policy. The Neighbourhood Plan will be written over the next 6 months or so and there will be a consultation period before going to referendum. This is likely to be 2015. There is a precedent established that if the Neighbourhood Plan has draft policies then they have to be taken into account in the meantime.</p> <p>It was agreed that regular meetings between the Neighbourhood Plan and Community Plan Groups would be useful. Carys is hoping that the narrative for the Village Vision would come from the Community Plan. Agreed to have update from Neighbourhood Plan as a regular agenda item for the Community Plan meetings in the interests of communication. Could also circulate the draft minutes from the Neighbourhood Plan group to the Community Plan Group. Please note these are confidential until approved.</p> <p><u>Development of Community Plan and Action Plan:</u>  Action plan to be in black and white to reduce costs. To be updated on a periodic basis. Not enough budget to produce a large glossy printed brochure and need to make best use of electronic methods such as website, Facebook etc.</p>	<p>All</p> <p>Vicenta</p> <p>Gary to send to Vicenta</p>

	<p>Need narrative as context to the Action Plan so it was agreed to have one A4 document for both with colour pages front and back with the action plan in black and white in the middle.</p> <p>Need to get community involved in implementing action in the action plan to make it work.</p> <p>Include a statement in the Action Plan that it will be updated on a periodic basis i.e. 3-5 years.</p> <p>Felicity and Lesley agreed to co-ordinate the drafting of the community Plan. Lisa Gapp (Resident) could help with the graphic design.</p> <p>Jenny de Villiers to write the foreword.</p> <p>Jenny to contact the local history society for the history of East Leake. Vicenta to send Jenny the Chair's details.</p> <p>Vicenta to draft the journey of the Community Plan Group so far.</p> <p>Each section "owner" to send Felicity and Lesley some draft narrative for their area. Refer to the document produced by Kathy Seymour with the survey results. Send by 9<sup>th</sup> July if possible.</p> <p>Include a reference to Round Up and the Blue Book in the document rather than repeating the information.</p> <p>Vicenta to ask Jenny Kirkwood if she has a template of the Bestwood Village Vision that we could use.</p> <p>Agreed not to scrimp on the Community Plan document as need to do justice to the hardwork and effort from all.</p> <p>Produce a draft document first and then decide on final format. Could always apply for more funding if we need it.</p>	<p>Vicenta</p> <p>Felicity and Lesley</p> <p>Jenny</p> <p>Jenny/ Vicenta</p> <p>Vicenta</p> <p>All</p> <p>Vicenta</p> <p>Vicenta</p>
	<p><b>Review of draft Action Plan</b></p> <p>Consult with stakeholders over their actions in the Action Plan.</p> <p>Agreed that Vicenta's ore concise version was the preferred option. Section "owners" to check their section and let Vicenta know if anything she has chopped out needs to go back in.</p> <p>Need some longer term ambitious plans to cover next 10 years.</p> <p>Agreed the extra page explaining the difference between the Community Plan and the Neighbourhood Plan was useful so retain that. Reinstate</p>	<p>All</p> <p>Vicenta</p>

	<p>the Housing and section panning section back as the Neighbourhood Plan doesn't have a separate action plan.</p>	
8	<p><b>Any other business</b></p> <p>All agreed that there is a new vibe in the Village – the planters look more attractive, the bunting for the carnival is cheerful, the carnival is always well attended and supported and businesses are doing well and thriving. A good place to live!</p> <p>Craig asked for clarification of Section 106 money. Carys confirmed that when developers apply for planning permission, there are forms to be completed and organisations need to make representations on each item. Needs to be a consequence of the development e.g. schools, road, health etc. The money has to be spent within 10 years. Community Plan Group can write to Rushcliffe Borough Council regarding unspent section 106 monies as can the Parish Council.</p> <p>A question was asked about the Townlands Trust. Conrad confirmed that it is a charity that is over 400 years old and is there to help the community. Any groups can apply for funding. Preference is for capital rather than revenue items. Typical income is c £2000 pa. Run by a group of Trustees,</p> <p>Felicity reported that the application for section 106 money for the playground refurbishment had been rejected by the developers of the Kirk Leys site as they are building a separate playground.</p>	
9	<p><b>Date of Next Meeting</b></p> <p>Joint meeting with the Neighbourhood Plan Group 9<sup>th</sup> July 6pm – 7pm in the downstairs rooms of the Parish Council offices.</p> <p>Short follow on ELCPG meeting from 7pm to 8pm in the upstairs room on the 9<sup>th</sup> July.</p> <p>Future dates to be agreed at the next meeting.</p>	