

Minutes of the inaugural East Leake Community Plan Group held on Thursday 13th October 7.30 pm at the East Leake Parish Council office.

Present: Craig Baldwin Something Special
 Lesley Bancroft Clerk to Parish Council
 Jenny de Villiers Co-operative Sector & Neighbourhood Watch
 Doris Elcock Community Care
 Shirley Fox Women's Institute
 Donna Griggs Lantern Lane Primary School
 Keith Hodgkinson EL & District Local History Society
 Brenda Lewis Resident
 Michael Owen Resident
 Vicenta Rose Resident
 Alison Scally East Leake Guides
 Kevin Shaw Parish Council
 Julie Stables Love & Piste
 Paul Stanley East Leake Scouts
 Carys Thomas Parish Council
 Peter Tyers Micropropagation Services
 Barbara Wright Micropropagation Services & St Mary's Church
 Neal Wright Micropropagation Services

Item Number	Agenda Item	Action
1	Introductions All people present introduced themselves.	
2	Election of Chair Jenny de Villiers was appointed Chair.	
3	Election of Secretary and Treasurer Vicenta Rose was appointed Secretary. The Parish Council have allocated a budget of £2,500 to support the work of this Group. Neal Wright was appointed Treasurer. Neal to liaise with Lesley Bancroft over the process. Agreed that this Group should be Community led and not led by the Parish Council but as there are close links the role of Liaison between this Group and the Parish Council would be Carys Thomas. Sub groups would be set up and Communication was identified as a priority to ensure communication and engagement with the wider community. Craig	Neal Wright/Lesley Bancroft

	Baldwin agreed to lead this Group and Vicenta Rose offered to be involved.	
6	<p>Relationship between this plan and “Neighbourhood Development Plan”</p> <p>It was agreed to take this agenda item next as it is important to establish the nature of this relationship.</p> <p>Localism Bill not passed through Parliament yet. Likely to be Spring 2012. The Neighbourhood Development Plan is owned by the Parish Council and the Village Plan is owned by the Community. The two processes are closely aligned. The same group could look at both and produce two separate documents. The Village Plan feeds into the Neighbourhood Development Plan. The remit is wider than just housing.</p> <p>It was agreed that this area needed further exploration as it is complex. A sub group of Barbara Wright, Peter Tyers and Carys Thomas agreed to look into this, liaise with the Parish Council and report back to the main Group.</p> <p>Important to use this opportunity to influence policy decisions that affect the village rather than being solely driven by external factors.</p>	Barbara Wright/Peter Tyers/Carys Thomas
5	<p>Name of the Group</p> <p>All agreed that this Group should be called the “East Leake Community Plan Group”</p> <p>The name can be reviewed if necessary once the Neighbourhood Development Plan is clarified.</p> <p>It was agreed that the Chair should write to Kenneth Clarke as the Rushcliffe Member of Parliament to ascertain his views on the current impact of the Localism Bill on East Leake and also to register with him that the community of East Leake wants to be involved in its future.</p>	Jenny de Villiers
7	<p>2009 Parish Plan Questionnaire</p> <p>219 responses were received from a population of c 3,000. Agreed it was important to consider the responses to that questionnaire in this process and</p>	

	<p>prioritise what the Group identifies from these as areas to look at. A discussion took place about identifying more ways of getting responses from residents and groups e.g. online, face to face, email groups, 6th form students, paper etc. Communications group to look at this in more detail.</p> <p>It was also agreed that a new questionnaire or set of questions may be needed to inform the consultation. A Consultation sub group was set up of Doris Elcock, Alison Scally and Donna Griggs. This group is meeting with the Communication Group on the 24th October 2010 at 7pm to discuss in more detail. An update will be provided at the next meeting.</p> <p>Vicenta Rose as Secretary will maintain the contacts list and all members present agreed to share email addresses amongst the Group.</p>	<p>Craig Baldwin/Vicenta Rose/Doris Elcock/Alison Scally/Donna Griggs</p> <p>Vicenta Rose</p>
8	<p>Scope of Plan It was agreed to have the following headings as areas to consider:</p> <ul style="list-style-type: none"> • Health and Wellbeing • Business and Commerce • Environment • Housing and Planning • Leisure • Transport • Young People • Education and Culture <p>These may change once the consultation process is underway.</p>	
9	<p>Next Steps It was agreed to hold these meetings on a monthly basis.</p> <p>A priority action is the questionnaire/questions/consultation process. Identify key people to liaise with for input into this process. The consultation is to include services in the village and those who use the services which may include those that do not live in East Leake. Try and identify the local businesses based in East Leake. The “Blue Book” (Directory of local businesses) is a good</p>	<p>Consultation and Communications Groups</p>

	<p>starting point.</p> <p>If house to house delivery of questionnaires or leaflets etc is required, the Scouts and Guides could be involved. Quotations to the Chair.</p> <p>Two documents for note and consideration:</p> <ul style="list-style-type: none"> • Letter sent by Neal Wright to the Planning Department of Rushcliffe Borough Council on the 9th July 2011 after the consultation on planning as it was felt that their focus was mainly housing and Neal and other business representatives wanted to clarify that it was about planning in the wider sense. No reply received apart from an acknowledgement. This Group will pursue the points in the letter which was distributed by email to members on the 13th October 2011. • List of bullet points from Michael Owen (resident) of areas that the Group may wish to consider (distributed at the meeting) <p>It was agreed that each Sub Group would have a Co-ordinator and that Vicenta Rose as Secretary would set up an Action Log to monitor overall progress against key action points.</p> <p>Alison Scally is Co-ordinator for the Consultation Group.</p> <p>It was agreed to encourage more people to get involved and could co-opt other interested parties and people in the sub groups. It's important that the steering group of the EL: Community Plan Group does not become unwieldy.</p> <p>The Chair will write a short article for the Parish Council Newsletter and the East Leake Times to promote the activities of the Group.</p>	<p>Vicenta Rose</p> <p>Jenny de Villiers</p>
10	<p>Date of Next Meeting Wednesday 9th November 2011 at 7.30pm at the Parish Council Offices.</p>	