

Cadeby Parish Plan Group
Minutes of meeting held on Thursday 18 October 2007 at 7.30pm

Present

Charlotte Burt (Rural Community Council)	Denis Winterbottom (Chair)
Claire Evans (Secretary)	Scott Haslingden (Treasurer)
Janet Hicklin	Ian Smith (Chair of Parish Council)
Helen Taylor	John Aspin
Pat Dell	Nesta Minkley
Jane Williams	Sue Haslingden
Terry Mutlow	Jackie Mutlow
John Plant (Rector, Market Bosworth)	Mike Kenefeck
Gail Donaldson	

Apologies

None

Questions on Protocol/last meeting

None raised. Minutes of Parish Plan meeting on 27 September 2007 passed.

Funding update and potential costs

One thousand pounds has been allocated to share between Market Bosworth and Cadeby to cover Parish Plan expenses. Charlotte Burt and Denis Winterbottom to meet with Market Bosworth to finalise the split - most thought a 70/30 split fair.

Main project expenses were identified as Parish Plan printing. Other small expenses such as printing flyers and cards/questionnaires most probably could be met by the villagers and committee members. Once the funding split has been arranged, the Church Hall hire of £6 an hour needs to be settled.

Consultation Techniques

There was an open discussion about which consultation technique was the best fit for Cadeby taking into consideration size and how the population is split. Charlotte again emphasised the need to ensure the whole community was given an opportunity to contribute - for example at the Parish Plan meeting on 27 September, 20 potential issues were raised but only a small representation of the community were present and made those suggestions.

Much time was spent on the merits or otherwise of questionnaires. Ian Smith raised concerns about returns - previous experience from a Parish Council questionnaire showed a 15/65 return. Small returns make detailed analysis difficult and not truly representative of the population.

Eventually it was agreed that Denis, Scott and Claire would put together a card for each member of a household to complete. Two simple questions would be asked:

Name three things you most value/like about the village/parish

Name three things you most dislike or would like to change about the village/parish

The card would include details of what the Parish Plan is, how to complete the card, who will be collecting it and what we intend to do with the information. Separate cards (where possible) to be made available to every child in the parish.

The cards will be delivered on/around 1 November by a group of volunteers and personally collected on 3/4th November weekend (volunteer list to be drawn up by Janet and Claire). Charlotte Burt to email to Janet Hicklin and Claire Evans a map of the parish.

Sample timeline

Charlotte gave a realistic expectation of 12 months for the whole consultation and action plan process. Once the consultation technique and steps involved is decided, Charlotte said the timeline should become clearer. The general consensus was that the group wanted to be as proactive as possible to keep the momentum going.

Items for next agenda

Funding split

Results from Cadeby Card Drop and what next!

Any other business

It was decided to give local businesses the opportunity to attend and contribute to the Parish Plan. These include the Rugby Club (Richard Jackson) and businesses in Brascote Lane. Claire Evans and Gail Donaldson to investigate.

Scott Haslingden to investigate website opportunities to promote Cadeby and it's work on the Parish Plan, for example a link on the Leicestershire Village website.

The next meeting is Thursday 8 November at 7.30pm - Church Hall