

Minutes of the Hunton Parish Plan Steering Committee –13 April 2011 8pm at Hunton Village Club

Present: Ms Kathy Allington (Treasurer), Mrs Sue Heaton (Chair), Mr David Heaton, Ms Di Martin (Events Co-ordinator), Mr Guy Oliver, Mrs Barbara Wright (Secretary)

In Attendance: Mr Jim Boot (Maidstone Borough Council)

Apologies: Mrs Alison Ellman-Brown, Mr Dudley Farman, Mr Nigel Parsons, Mr Simon Reid (Questionnaire Co-ordinator), Mrs Sue Wood

Welcome and Apologies

1. The Chair welcomed everyone attending the meeting. Apologies were received from the list above.

Discussion with Jim Boot, Maidstone Borough Council

2. Mr Boot commented that the draft Plan did not adopt a 'so what?' attitude to the next steps in the process. He added that by incorporating more detail in the actions this would increase the chances of receiving grants. He also encouraged the use of active language. **Action: Parish Plan Development Group (PPDG)**
3. Regarding the 'Comment on the Analysis' section Mr Boot suggested more use of percentages to reinforce the importance of some issues (notably flytipping and littering).
4. Mr Boot recommended that more mention be made of young people, the elderly, affordable housing, flood protection and drainage within the Plan. **Action: PPDG**
5. Mr Boot explained that the Parish Council should adopt the Parish Plan and recommended they create a sub group to deal with matters relating to the Parish Plan. **Action: Mr Heaton**
6. To ensure that Parish Plan actions remain at the forefront of Parish Council business the Steering Committee could request that the 'Parish Plan' become an ever-present item on their agenda. Similarly the Steering Committee may wish to persuade other village organisations and clubs to consider this measure where the Parish Plan actions are relevant to them.
7. Mr Boot suggested that the Committee attend the Neighbourhood Forums, by doing so this would provide a good opportunity to network and to further highlight the issues raised in the Plan. He would provide the Secretary with a list of forthcoming meetings. **Action: for discussion at a future committee meeting.**
8. The Committee learned that a set of working groups or individuals could be assigned to tackle the actions within an Action Plan Committee. To establish these would require further help and support from residents and consideration must be given to how best to achieve this. An Action Plan Committee together with its working groups and individuals would liaise with the relevant local government and charitable trusts.

9. Mr Boot explained that public sector funding would be reduced significantly but funding from parochial and local trusts was likely to be available as was funding from other charities and the national lottery.

Minutes of 9 March 2011 – Actions arising

10. It was agreed that the minutes of the meeting were an accurate record.
11. **Paragraph 7.** The Secretary had received images of the Hunton Giant and the Hunton Village Sign.
12. **Paragraph 10.** The Secretary had received images of fly tipping.
13. **Paragraph 11.** The Secretary had received the history of the Playing Fields for the Parish Plan document.
14. **Paragraph 13.** The Chair had contacted Chris Watson who would provide the version of the main illustration in any format the Committee required.

Treasurer's Report

15. The current balance of the Hunton Parish Plan account was £2,204.40, which included £100 received from Councillor Wilson. The Chair wished to thank Councillor Wilson for his continued support.

Working Group Reports

School Sub Committee

16. Nothing to report.

Events Working Group

17. The Committee noted the record of the last meeting of the Events Working Group dated 6 April. The next meeting would be held on 31 May.
18. The Committee were asked to provide any photos or other paraphernalia that they might have relating to the Steering Committee's activities over the last 18 months so that they can be used at the Parish Plan stand at the fete. **Action: All**

Parish Plan Development Group

19. The Committee noted the record of the meeting of 29 March. The date of the next meeting had yet to be decided. The Secretary was asked to invite Mr Brian Patey, of Quercus Graphics, to attend the next meeting. **Action: Secretary**
20. The Committee viewed the part-finished colour rendered main illustration.

Questionnaire Development Group (QDG)

21. Nothing to report.

Merchandise

22. The Chair had investigated the possibility of selling merchandise at the Hunton fete. This merchandise would be connected to the work that had

been done on the Parish Plan, in a practical way, to generate funds to continue the work of the Parish Plan and the actions within the Plan document.

23. The Committee agreed that funds could be used to purchase 50 mugs and 50 gusseted bags with a black and white image of the main illustration taken from the Parish Plan. This image would feature on one side with 'Hunton' underneath. The possibility of using the Hunton Village sign would require the Chair to seek permission from Mr Peter Street, the creator of the village sign, regarding the use of his image. **Action: Chair to contact Mr Street (via Mr Oliver)**
24. The Committee asked the Chair to source fabric samples of the calico and jute used to make the gusseted bags. The Chair would find out the lead-time for these items. **Action: Chair**

Any Other Business

25. The Chair had completed the Grant Payment Report issued by Kent County Council.
26. The Chair had received an invite to attend the Parish Council AGM on 12 May to provide an update on the progress of the Parish Plan. The Chair extended the invitation to all Committee members to attend; the meeting would start at 8pm in the Village Hall. The Secretary would provide a draft for the Chair. **Action: All**
27. The Committee discussed the reorganisation of the Parish Plan Steering Committee to reflect the changes in its remit once the Parish Plan was published.

Date and Venue of Next Meeting

28. It was agreed that the next meeting would be held on **Wednesday 11 May 2011** in the Hunton Village Club at 8pm. This and all future meetings are to be open meetings for anyone to attend.