

## Fivehead Village Plan Steering Committee

Wednesday 4 January 2006

**Present:** Keith Summers, chairman, Richard Chedzoy, Andrew Barrett, Malcolm Cavill, Jane Cornes, Sue Jackson, Margaret Knox, Barry Knox, Kevin Stevens, John Taylor, Bruce Whittle, Mervyn Wilson

**Apologies:** Bob Powell, Harry Price, Margaret Smith

**Minutes:** of December 7 meeting were approved.

- 1. Website:** no response from Edward Blunt re domain name. AB was working on writing up the content of site plan. He showed progress on his desktop computer including photos and script, and the way it worked, with main heads opening into more detailed information. There was some discussion on ownership. In principle: for the people of Fivehead, by the people of Fivehead. In practice: by AB. Agreed: it should be headed by a joint letter from Malcolm Cavill, as chairman of the Parish Council, and Keith Summers, as chairman of the Village Plan Steering Committee.
- 2. Questionnaire:** BK spoke to his classification of responses: 51 in all, classified as goods, bads, and suggestions. No detail needed for bid. He would do a write up for the next number of *Fivehead Matters*.
- 3. Bid Application:** KS took us through the form with suggested responses. A number of comments were made about detail. The crucial area was budget. It was resolved to put in the figure compiled by the sub group, a total budget of £4,400, and apply for a maximum grant of £2750. KS advised us that Andrew Freeman of SRSCC, a member of the adjudication panel, had told him that a maximum grant was unlikely, but no problem with one of £1750. The subcommittee (KS, MC, RC and SJ) to work out the figures for the bid. Projected programme: MW to work out based on specimen . Letters to various authorities: KS and MW to write as soon as possible. Application once filled in to be circulated before sending. The deadline is January 20, 2006.
- 4. Fivehead Matters:** No 2 to be produced at end of Jan/early Feb.  
Content: Questionnaire response; where we are with plan and bid; progress with website. MW, BW, AB AND JT to produce and distribute.
- 5. Date of next meeting:** no date fixed, but will be as soon as we hear response to our funding bid, probably mid March 06.

## Fivehead Village Plan Progress to date

July 2005:	Parish Council Meeting attended by Val Grainger of SRCC explaining what a Village Plan is.	PC
Sept 2005	Public Meeting: presentation on Village Plan by Val Grainger and Gerard Tucker in new village hall, about 80 attended and backed proposal by acclaim. Names for Steering Committee collected.	PC
Oct 2005	Two meetings of Steering Committee. Agreed to write to all village organisations; to produce and distribute a leaflet to all households, called Fivehead Matters, explaining Village Plan and asking for responses. First steps in setting up village website.	SC
Nov 2005	Leaflet distributed: reply box in shop. Some personal visits to individuals and groups. Steering Committee meets twice.	SC
Dec 2005	Application for funding subcommittee set up. Beginning of leaflet response analysis. Website progress.	
Jan 2006	Working on bid application: sub committee and whole committee; reports on response to letters and leaflets, indicating public areas of concern. Publication and distribution of <i>Fivehead Matters 2</i> informing the village where we are now, responses to <i>Fivehead Matters 1</i> and progress with website. Funding application to be submitted by 20 January 2006.	SC PC

### Proposed Schedule

March 2006	When the grant sum is known, work out programme in light of budgeting facts. Plan some publicity and fund raising events, work on questionnaire.	SC volunteers
May/June 06	Launch day with exhibition, maps, plans, drop in workshops targeting different groups. Distribution of questionnaire to every household. Visits to groups and individuals.	SC volunteers
Sept/Oct 06	Collate and analyse questionnaire response and responses gained by other means. Further public meeting to make known responses to date and get feedback; identify and refine action points.	SC PC public
Nov 06	Work on report	SC
Jan/Mar 07	Launch and distribute report. Moves forward on action points.	SC general