

RAINOW PARISH PLAN

Minutes: Meeting No. 1 (inaugural)

Minutes of Meeting No. 1 (inaugural)
of the
Rainow Parish Plan Steering Group.

Monday 31st January 2005, at the Rising Sun Inn.

Chair: Ken Butler

Present: Ian Brammer
Sheila Brammer
Alan Brett
Nick Carter
Katherine Hall
Brian Kilcoyne
Bob Langstaff
John Leigh
Richard Leigh
Colin Pickford
David Pickford
Steve Rathbone
Iain Townley
David Wilcox
Zak Wilcox

	Action
<p>1/01 Election of Officers</p> <p>Following a discussion it was agreed that Alan Brett will act as Chairman of the Rainow Parish Plan Steering Group and that Ken Butler will serve as Deputy Chairman</p> <p>It was agreed that Steve Rathbone will act as Treasurer of the Steering Group, with audit and book-keeping support from Helena Crutchley, Parish Clerk.</p> <p>It was agreed that Bob Langstaff will act as Secretary of the Steering Group.</p>	
<p>1/02 Formation of FocalGroups</p> <p>Parish Plan Focal Groups were arranged as follows:</p>	

<p><u>Social and Community</u></p> <p>Sheila Brammer (Focal Group Leader) Steve Rathbone Gary Roebuck Zak Wilcox David Pickford</p>	SB
<p><u>Provision of Services</u></p> <p>Ken Butler (Focal Group Leader) Judy Wilkinson Sarah Forrest</p>	KB
<p><u>Economic Matters</u></p> <p>Ian Brammer (Focal Group Leader) Richard Leigh Iain Townley John Leigh Judy Wilkinson</p>	IB
<p><u>Land & Environment</u></p> <p>Nick Carter (Focal Group Leader) Steve Rathbone Colin Pickford Ian Brammer Brian Kilcoyne</p>	NC
<p><u>Leisure</u></p> <p>Zak Wilcox (Focal Group Leader) David Pickford Colin Pickford John Leigh David Wilcox Katherine Hall</p>	ZW
<p>Members of the Steering Group may join any of the Focal Groups and the Focal Groups can augment their numbers with any additional persons who may be able to help in their research.</p> <p>Focal Groups to present outline proposals at next meeting</p>	Focal Group Leaders
<p>In order to avoid duplication of effort the Chairman, Deputy Chairman and Secretary will work on an outline strategy document and guidance for early release to Focus Group leaders.</p>	AB

<p>1/03 Financial Issues</p> <p>Spend will have to be justified, and will be audited.</p>	<p>SR</p>
<p>1/04 Communications</p> <p>The Focal Groups will keep the Steering Group Secretary apprised of progress and actions, and can seek the help of the Secretary, or any other officer, at any time.</p> <p>Funding Bodies: Communication will need to be maintained with funding bodies so that there is no danger of marginalisation during the progress of the Parish Plan</p> <p>Web Site Links: There should be a robust contribution from the Parish Plan Group to the village website. R Leigh will also examine what can be done in the matter of a Parish Plan site.</p> <p>Logo: It was agreed that a Parish Plan Logo would be advantageous. This could be in the form of a competition amongst Rainow school children. A Brett will ask J Wilkinson to look into the possibility of this</p> <p>Report Design: It was agreed that in addition to a logo, an exclusive Report front might be acquired from Jane Osmond. R Langstaff will make some enquiries</p> <p>A suitable title for the report was also considered advisable. All members to think of a possible name and tag-line for the Rainow report.</p> <p>Peak Park: K Butler will ask Richard Tregenza if the Peak Park Board are involved with any features that can clash or interface with the Rainow Parish Plan</p> <p>Village Communications: It was agreed that a presentation or display of some kind, featuring the Parish Plan, should be made at the Rainow Fete. All to think of ideas for this. If Focal Groups are arranging meetings with groups and wish to have a Powerpoint presentation to help, R Langstaff will arrange this.</p>	<p>Focal Group Leaders</p> <p>AB / RL KB / JL</p> <p>R Leigh</p> <p>AB</p> <p>RL</p> <p>All</p> <p>KB</p> <p>All</p>
<p>1/05 Timetable</p> <p>K. Butler outlined the timescale for the production of the Parish Plan, which should be completed in a period of about one year. He will outline a proposal including the critical timing of the questionnaire release.</p>	<p>KB</p>
<p>1/06 Village Groups</p> <p>It was agreed that a list of existing village clubs, groups and societies be produced to aid the Focal Groups in their research. RL will arrange this</p>	<p>RL</p>

<p>1/07 Questionnaire</p> <p>The steering group were asked to bear in mind that when Bollington were producing their Parish Plan they incorporated the results of a specific YOUTH based questionnaire.</p> <p>1/08 Any other business</p> <p>A Brett advised all members to see a copy of the Parish Plans Guidance for Parish and Town Councils, available for reading or download on www.countryside.gov.uk This is essential reading.</p> <p>We need to find out if any adjoining parishes are still involved in the production of their Parish Plan.</p> <p>The Steering Group would like to thank Katherine Hall for her hospitality in hosting the meeting.</p> <p>1/09 Date of Next Meeting</p> <p>28th February 2005 at the Rising Sun Inn. 7.00pm</p>	<p>All</p> <p>All</p> <p>AB</p>
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