

MINUTES OF A MEETING OF THE PRESTON PARISH PLAN STEERING COMMITTEE held on 7th December, 2005 at The Half Moon and Seven Stars, Preston.

Present: David Theoff (Chairman)
Roger Ayling
Oliver Chapman (Acting Secretary)
Mike Fenney
John Greig
Lorna Listbrain
Jan Rudolph
Louise Perryman

Also in attendance: Lenny Clark, Duncan Scott, John and Pat Simpson and Karen Wright.

Apologies for absence – received from Martin Ferber and Alan Coller

Minutes of the last meeting

The minutes of the meeting of the committee held on 9th November 2005 were adopted as a true record.

Matters arising

Covered in the agenda

Fundraising

DT reported that further grant funds had been received from Action with Communities in Rural Kent . He also reported that DEFRA were offering grants of up to £5,000 for parish plans and applications had to be made by the parish council. OC reported that the parish council had approved the making of an application at their last meeting and it was agreed that DT and OC would complete the application forms for signature by the relevant officer of the parish council.

DT also reported that he had ascertained that Dover District Council had funds for “miscellaneous” projects which might apply to parish plans and that he would write to apply. He also understood that County Councillors had funds at their disposal for projects within their wards and it was agreed that JR would pursue that avenue.

OC reported that AC had not yet made contact with the parish clerk for the funding from the parish council, but he would shortly.

Payment of accounts

There were no outstanding accounts

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Analysis of consultation returns

JG reported that all 157 adult questionnaires had been entered onto the database and he had started the analysis. He was going on holiday shortly but would circulate to all members electronically all of the questionnaire information.

DT reported that he had entered 31 junior questionnaires collected from the village and 83 collected from the school (from which he had ascertained that 55% had been completed by pupils actually residing in the parish).

The Committee expressed their gratitude to JG and LP for their efforts.

It was agreed that an “analysis subcommittee” should be set up to analyse the data and decide how it should be presented in the plan. DT, JR, JS, PS and OC volunteered to sit on the subcommittee.

Other methods of consultation

DT reported that he had had a further meeting with Victoria Lawson and suggested that the committee should give consideration to what further consultations might be necessary. The committee considered the issues at length and agreed:

- 1) A further open day would be held either on 18th or 25th February, 2006 (dependent on the availability of the hall). OC to book.
- 2) The WI would be asked to provide the teas/coffee/ cakes again.
- 3) An “events subcommittee” would be formed to coordinate the open day (and any other future events planned). RA, KW, LL and DT volunteered to sit on the subcommittee.
- 4) Victoria Lawson would be invited to attend our next meeting to advise on any other issues we ought to be giving consideration to (and to the open day).

Preparation of written plan

The committee discussed the process of writing up the plan. DT had begun circulating members with copies of Parish Plans prepared by other parishes to give some insight into the style and form adopted by others. The committee agreed a circulation route to ensure that all members were circulated with these plans.

It was also decided to “put out some feelers” of potential printing costs for the final document to inform future decisions about quality of publication etc.

The Committee agreed to plan for publication of the final document in May, 2006

Village Design Statement

DT reported that he had discussed a VDS with an officer of Dover District Council who had informed him that a professionally prepared Sustainability Appraisal was an essential precursor (despite the fact that Walmer parish had prepared a VDS without the SA). OC reported that he felt that this was incorrect information.

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DT felt, and the committee agreed, that we should not commence a VDS for the time being until the PP was well advanced, to prevent the later being “watered-down”.

AOB

There was none.

Next meeting

The next meeting would be held on Wednesday 4th January, 2006 in the Half Moon and Seven Stars at 7.30pm