

MINUTES

CHORLEYWOOD COMMUNITY PLAN STEERING GROUP

PARISH COUNCIL OFFICE, MONDAY 21 JULY 2014, 7.30 pm

Present :

Steve Watkins, Jackie Worrall (Acting Chair) - Parish Council

Vivien Lantree (Acting Treasurer)

Owen Edis (Sec.) - CRA

Barbara Christie - WRVS

Dr. Stuart Parish, John Sheldon - Neighbourhood Watch

Eddie Clarke - Business Association

Heather Kenison - Loudwater Estate Residents Association

Bob Sutherland - Friends of The Common

Joyce Manktelow - Chorleywood Care

1. Apologies for Absence

Myfanwy Ronchetti/Simone Tyson - CW Mums

Peter Fawcett - CRA

Jane White - Parish Council

2. Approval of the Minutes of the Last Meeting

Accepted as a faithful record other than Bob Sutherland was present but not recorded as such.

3. Matter Arising from the Minutes of the last meeting and Action Log

Items will be under separate heading below. The Action log will be updated off-line following this meeting and distributed with these minutes.

4. Website

Website is up and running under the PC website. It seems those who have seen it are happy with it.

5. Consultant

The consultant for Sarratt unable to help and referred us to a Chesham Consultant who Jackie ruled out on the grounds of cost. Jackie is pessimistic about finding a consultant without substantial funds but would keep looking..

6. Finance

An Application has been made by Vivien for approximately £3000. Eddie was unsuccessful in persuading any local company in the Business Association to sponsor us. Councillor Hayward to be approached re his Locality Budget. Councillor Heather Kenison to contact TRDC to see if they can help in any way especially funding. We believe they provided some help to Croxley Green.

It was suggested that the Community Precept could be adjusted to provide finance for this project but it is too late for this year.

7. Neighbourhood Area

TRDC have adopted the Neighbourhood Area for the Community Plan as being in line with the Parish Boundaries following their survey earlier this year.

8. Village day

147 responses received from the survey. Jackie had analysed 60 and will complete the exercise. From those analysed, under 'What People Would Like', The Common featured most strongly followed by the CW Community. In fact an impression gained is that many people are happy with CW as it is! Under 'Anything You Would Like To See', The Play Area featured most highly. There was huge range of different answers that showed the dangers of not being specific with questions.

9. Questionnaire

This was updated from the last meeting. The Transport section led by Bob had not been included and will be added. Vivien asked for feedback at the meeting and removed clear duplication. The draft when updated with Transport will be issued on our Google Drive. There is a Parish Planning meeting on the 29th July when the transport section of The Questionnaire will be reviewed.

10. Questionnaire Processes - distribution, communication etc.

Distribution of the questionnaire will be on-line and paper copies. On-line will be our preference. Those wanting paper copies only will be provided by request at The Library, the PC Office and the launch meeting.

It was unanimously agreed the questionnaire will be distributed as one per household. It will ask for a consensus of replies from those in each household, this to be requested in the instructions.

Questionnaires will include a business section and will be sent to businesses through Eddie who will collate their replies.

The residents of Care Homes in CW need to be given an opportunity to respond to The Questionnaire. How we do this carried forward to next meeting.

We shall use all possible forms of communication to launch the Questionnaire to evoke a maximum response - CW Mag, My CW News, CW PC Matters, Neighbourhood Watch Newsletter, Loudwater RA Newsletter, CRA Newsletter, Watford Observer.

Jackie felt that with as little as 10% responses we could act upon.

Joyce would speak to her contacts at Herts CC to see if they can recommend ways of dealing with the questionnaire and the responses.

The use of Google Drive for all CPSC documents needs to be available to all on this Committee. Owen will seek clear instructions on this process to all members of the Committee.

11. Project Plan

Current Plan is:-

To launch September 21st by telling the public at the Memorial Hall.

Questionnaire to be issued October

Returns to be analysed November

After some discussion it was agreed to delay the launch a month as we shall not be ready in time.

12. Other Community Plans

We still have not been able to benefit from the experience of other Community Plan Committee Members. For example - who validated and analysed the results of the Croxley Green and Sarratt Questionnaires. Jane was following this up.

Next meetings

Monday 18th August

Monday 15th September

Monday 13th October

Written By:

Approved By: