

Notes of the First Steps Working Group meeting 07/11/2015

Present: Lesley Berry (Chair), Terry Weller, Derek Weller, Dave Boatwright, Liz Iddon, Rosemary Englander, Dave Lee, Cliff Green and Sheila Taylor (notes).

Apologies: Kathy Higgins, Ron Ellis and Nicky Johnson

- 1) **Minutes of the meeting held on 24th October:** were approved as correct with the addition of Dave Boatwright's name in the list of those apologising and correction of Lesley's surname to Berry.

2) **Matters Arising**

- a. It was agreed at the TBRA meeting on 29th October that Lesley and Kathy would be joint chairs of the Working Group.
- b. At the request of the MKC Regeneration team, TBRA will have a presence at the drop in on 9th November but will not use it to distribute our questionnaire, as this could confuse the two strands of work. MKC Regeneration will also have a questionnaire.

3) **First Steps Community Plan**

a. **Questionnaire**

- i. Given the tight timescales involved. Lesley and Kathy took the decision to have the 376 copies of the questionnaire printed. They are to be distributed immediately and returned to Nicky at 36 Brent for collation by Friday 13th November. **ACTION: ALL**
- ii. John will produce a database showing who is responsible for delivery in each road. This will continue the system already devised for the distribution of the petition and can be the basis for future communications. **ACTION:JOHN**
- iii. Experience with the petition suggests that response is patchy and that it is necessary to talk directly to residents rather than simply posting the questionnaire through the door.
- iv. The questionnaire can be done online either on Facebook (TinkersbridgeOFFICIALGROUP) or direct on Survey Monkey: <https://www.surveymonkey.com/r/9V2LGTD>. A note to this effect should be added to each questionnaire before it is distributed. **ACTION:ALL**

b. **Draft report**

- i. The draft plan, including information from the questionnaire, has to be submitted by 23rd November. Yvonne Field, First Steps Relationship Manager, would like to see it a few days before this. Kathy and Lesley have therefore taken the decision to start work on the plan, with Kathy holding the master copy. The sections of the plan are as follows:
- ii. Introduction – to be drafted by Kathy with some data provided by Rosemary and Sheila
- iii. Method – to be drafted by Kathy.
- iv. What do our residents want from the area? – to be drafted by Nicky from the questionnaire responses.

- v. What did they think needed to be done to help the local area?- to be drafted by Kathy from the post-it notes produced at the TBRA meeting with Yvonne Field on 29th October.
- vi. List of Priorities- to be drafted once the two previous sections are complete.
- vii. Local Volunteers audit – to be drafted by Rosemary and Sheila from the forms completed on 29th October. Only a small number of forms were submitted so more work is needed on this for the FINAL report in the new year, probably using the simpler skills audit form produced by Rosemary.
- viii. In-kind resources (e.g. meeting space, equipment) – to be drafted by Lesley.
- ix. What makes up our network? – to be drafted by Kathy
- x. What projects are already in place in our ward? – Ron to be approached to draft his section.
- xi. Implementation – leave till earlier sections are drafted.
- xii. Maintenance and key contacts – leave till earlier sections are drafted.

ACTION: AS NOTED. ALL CONTRIBUTIONS TO KATHY BY 11th NOVEMBER.

Rosemary will contact Kathy to let her know that working group members would like to see the draft plan as soon as possible after this. Kathy has stated she would like to have the final draft ready to send to Yvonne Field by 18th November.

Other discussion on the Community Plan included the suggestion of a consultation day with food to encourage community involvement in the process.

John has asked WCC to submit a Freedom of Information request to MKC to ascertain how much MKC spends on the estates in Woughton. It is believed the request has been submitted but the outcome is not known.

4) Regeneration

- a. Collection of the petition will continue with a view to presenting it to WCC by the Neighbourhood Plan deadline of 30th November and to the MKC Cabinet meeting on 14th December.
- b. Group members confirmed their attendance at the Regeneration Team drop in on 9th November 2-4 pm.

5) Any other business

- a. **Concerns about WCC meetings** Cliff and John expressed concern about the conduct of some WCC meetings. Cliff feels some of these should be reported to the Ombudsman. Liz and Cliff will work on this. **ACTION: LIZ AND CLIFF**
- b. **Marshworth and Holmfield** Liz reported that she has been informed by the Regeneration Team that "Areas such as Marshworth & Holmfield Close that are exclusively in private ownership are not included in our regeneration proposals. However given their proximity to the regeneration area of Tinkers Bridge we have identified the owners/occupiers of these areas as stakeholders with whom we will communicate and consult with, on our wider regeneration objectives. This will be done in conjunction with the wider community to fulfil our promise that any regeneration proposal would be community led, and we look forward to engaging with the community to share views and build a vision that informs the successful

future of that community." Liz was further told that this decision also applies to the canal bank behind Marshworth.

- c. **Meeting with Kevin Wilson.** Kevin asked to meet John. They discussed the need for the Woughton Neighbourhood Plan to be the subject of a referendum. John told Kevin that people on Tinkers Bridge want to see a clear statement that their homes will not be demolished.
 - d. **Newsletter**
 - i. Rosemary proposed that the Newsletter should be called The Bridge and that Sian Lewis, a local designer who has offered to help, should be asked to produce a template for it. This was agreed. **ACTION: ROSEMARY**
 - ii. After discussion it was also agreed that the newsletter would normally be produced monthly in advance of the TBRA meetings, that is in the third week of the month. However, the first edition will be produced earlier than this in December to advertise the Cabinet meeting on 14th and related activities. Items for inclusion should be approved by the next working group meeting on 21st November and details submitted to Rosemary. Rosemary will then edit the items to fit the template by 30th November. **ACTION: ROSEMARY**
 - iii. Rosemary offered to edit the newsletter until the end of April, after which she will be away. She suggested a deputy editor should be found now with a view to taking over fully in May and shadowing her now. John will approach someone for this. **ACTION: JOHN**
 - iv. The TBRA meeting in November will be publicised as normal by John and Ron. **ACTION: JOHN AND RON**
 - e. **Council meetings** Sheila has offered to keep members informed of relevant MKC meetings so that we can attend as members of the public. She will give this information to Gideon for Facebook and Rosemary for the newsletter. Rosemary will investigate T-shirts and inform Sheila. **ACTION: SHEILA AND ROSEMARY**
 - f. **Council meeting:** Lesley is prepared to ask a question at the meeting, if appropriate.
 - g. **Charles Warren Academy** Kathy will approach the Headteacher of the Academy to discuss ways in which the school and the children can be involved in community development activities. **ACTION: KATHY**
 - h. **Parish Councillor** Dave B commented that he had been very disappointed by the response of the Tinkers Bridge representative on Woughton Community Council when he called at her home with the petition.
 - i. Rosemary requested that there be a designated record keeper. John will find someone. **ACTION: JOHN**
- 6) **Date of next meeting** Saturday 21st November at 12 noon at the meeting place.
- 7) **Distribution of notes** paper copies to Lesley, Derek and Terry. All others by e-mail.