

**MINUTES OF THE MEETING OF COMMUNITIES BUILDING COMMITTEE**  
**South Stoke Village Hall 19:30 Monday 23<sup>rd</sup> September 2019**

**Members Present:**

Chairman Geoff Ward (GW)  
Members Bryan Urbick (BU)  
David Kennedy (DK) Arrived at: 19:36  
Chris Bertrand (CB)

**Officers Present:**

Clerk Laura White (LW)

**Public and Press:** None

Meeting Started at: 19:34

**CBC.19.11.1 Apologies for absence.**

Maurice Scarratt  
Sally Woodall  
Tracey Lasan

**CBC.19.11.2 To receive outstanding Declarations of Acceptance of Office from Members**

None

**CBC.19.11.3 To receive outstanding Registers of Members Interest from all Members.**

None

**CBC.19.11.4 Declaration of Interests by Committee Members on any items on the Agenda.**

None

**CBC.19.11.5 Public Forum - an opportunity for members of the public to express their point of view on any item on the agenda. With the Chairman's permission, a member of the public may express their point of view on specific items of business. Ten minutes are reserved for this.**

No Public Present

**CBC.19.11.6 To approve minutes of the meeting of 23<sup>rd</sup> September 2019.**

Resolved: Approved, Unanimous

**CBC.19.11.7 Update on Requirements and to consider any subsequent actions:**

**7.1 The Shop**

**CBC.19.11.** None

**CBC.19.11.7.2 Amenities Charity**

None

**CBC.19.11.7.3 Parish Council**

None

**CBC.19.11.7 To receive an update on Housing Development plans: consider any impact on the Community Building project and consider any actions.**

No Changes



**CBC.19.11.8 To discuss the public consultation held on the 12<sup>th</sup> October 2019, and agree actions arising**

Discussions on how the consultation went – good despite the weather. The people who attended were generally positive. People brought constructive ideas. People who had previously been negative, came with positive comments.

Discussed to view the feedback as two separate packs, the ones received on the day, and the ones to be received via the pack in the November Newsletter.

ACTION: GW to provide feedback analysis excel to LW. LW to input data from all feedback forms in to anonymised data set and provide to BU & GW

**CBC.19.11.8.1 To discuss and if appropriate approve proposal for evening session to present summarised feedback from the consultation to the community.**

To move decision to after all the feedback has been received.

**CBC.19.11.9 To consider current position regarding submission of Planning Application and agree actions arising.**

**Resolved:** Target to submit Planning application end Jan 2020, Unanimous

ACTION: GW to discuss with Kingswell and verify they can support this date, and confirm to Kingswell the remaining £9500 to get to planning is acceptable and to action completing

**CBC.19.11.10 Finance**

**CBC.19.11.10.1 Review the overall budget, consider plans and actions. Project Funds Remaining: £10,338**

No Actions.

**CBC.19.11.10.2 To note total in the Fundraising EMR: £6118**

Noted.

**CBC.19.11.10.3 To approve requesting contributions from SSVH&RGC and SCS to make up the shortfall in grants to meet the Kingswell bill up to planning application.**

Shop Representative and Amenities Charity Representatives suggested this should be acceptable. Shop board meeting scheduled for next week, SSVH&RGC meeting in early December.

CB and DK/GW to formally raise at relevant meetings.

**10.4 To note £500 paid to Kingswell towards technical support for the Consultation**

Noted

**11 Village Fund Raising: review progress, consider plans and actions**

Suggestion to run Open Gardens in 2020, to support this project.

**11.1 To note £248.80 raised by the ramble, and £877.78 from the ladies winter fashion show.**

Noted



**12 Grant Applications: review progress: consider plans and actions.**

**12.1 To note SSPC approval in October full council meeting for two grant applications to support planning application.**

OCC Councillor has committed £5000, and DC Councillor has committed £3000 to support application

Noted

**13 Publicity: review status, consider actions.**

Publicity of the Shop/Hall Questionnaire to be via Facebook and notes through doors. Need people to support with the delivery and collection volunteers to notify GW, who will split the village into sections for each deliverer / collector.

**14 To review progress on questionnaire on the use of village hall and shop.**

To go out within the next 3 weeks.

**15 To review progress on actions from previous Community Building Committee meetings and agree any revision of actions on the action list.**

See Action List

**16 Matters for future discussion.**

Feedback from the Consultation  
Questionnaire Feedback

**17 To confirm the date and time of the next Meeting**

5<sup>th</sup> December 2019, 20:00

Meeting Ended at: 20:17

Item	Topic	Owner	When
18	Grant Strategy for £15k needed to get to planning.	BU, KF	CLOSED
22	To provide comment to BU on the Draft Questionnaire	ALL	CLOSED
23	GW to discuss with Mick Walsh regarding how secure the shop needs to be to make it insurable.	GW	CLOSED
24	To request from Kingswell, how much of the £10k they would need to produce the drawings to support the consultation. To circulate quotes, prior to LW making payment.	GW	CLOSED
25	GW to provide initial data analysis from the consultation to LW	GW	OPEN
26	LW to input all data from further feedback forms into Data Set and provide to committee members.	LW	OPEN
27	GW to verify with Kingswell Jan 2020 is achievable for Planning Application, and action starting surveys etc.	GW	OPEN
28	SW to investigate running Open Gardens 2020 in June or July.	SW	OPEN
29	Questionnaire Delivery / Collection volunteers to notify GW	All	OPEN