**HV ORGANISING GROUP -NOTES OF MEETING**

Held on Wednesday 23rd JULY 2013, 8.00 p m at Haslemere Town Hall

**Present:** Stewart Brown (Chairman); Ann Finlayson; David Round; Victoria Leake; James Mackie; Doug Chandler; Libby Piper ( Mayor); David Simmons; Robert Serman; John Moxan ; Cyndy Lancaster; David O’Brien; Lesley Banfield; Julia Stanley; Matthew Bowcock; Peter Isherwood; Jane Hinton; Ken Griffiths; James Birkett;

**Apologies:** Nikki Barton; Richard Oldham; Stephen Mulliner; Helena Worrall; Colston Sanger; Maria Mateo;

**Chairman** welcomed the good turn- out of members – and gave a special welcome to **Julia Stanley** who had worked hard with **JH** and **JM** on the Evidence Base**.**

**SB** noted that this was possibly the last meeting of the O G prior to being replaced by the Steering Group in September. He wanted to thank all members, including those not at the meeting, for their support and hard work in getting Haslemere Vision launched with an appropriate mandate from the community and ready to start the serious work of plan preparation. A suitable get together of OG members would be arranged in September to celebrate our work before we finally disband.

**1. Notes of previous meeting** held on 24th June 2013 were reviewed

* **DS** has now changed the name/ link of the Drop Box. All members have been notified.
* **DS** now to circulate the various ‘key ’words for the work groups to use as search words/ folders.
* **SB** still to circulate Guidance Notes for when contacting political groups
* Did **SM** contact Martin Odell re rail passenger group? Please could outcome be notified to OG members? **Action SM**
* **Questionnaire:** It was agreed that we should distribute the flyer urging people to complete the questionnaire as widely as possible and one way to do this was to ask other community organisations to circulate their membership.

**JH/DC** to redesign the flyer about the questionnaire so that it is integrated into an e- mail ( i.e. not as attachment)

**SB** then to circulate to OG members so that they can approach organisations they have contact with to ask them to forward to their members.

**2. Report from** **Evidence Base Task Group**

**JH** gave a presentation of the paper from Evidence Base Task Group.

The paper was well received. It provides a very helpful base from which to work All the Key points were drawn out. It can be developed as needed by individual work groups. OG generally agreed that it can be refined as necessary. Each group can add more specific details as needed.

**MB** – suggested that HV might consider a Community Land Trust. He offered to get more details. This was agreed. **MB to action.**

**AF** emphasised that it was important that more environmental data should be captured. Everyone should give this some thought.

**3. Report on Sustainability Briefing**

In HW’s absence AF gave an overview of HW’s draft Sustainability paper . This will be a general briefing for all work groups. AF was happy with the brief to which HW was working. HW will complete the paper and then work on a detailed brief for the Transport Group.

Fracking and it’s side effects was raised as a possible issue to be included/ added to the paper and/or the work of the Environment Group.

**4. Report on the Working Groups Briefing Document**

MBprior to meeting had circulated a draft Working Group Brief.

It was agreed that this was most useful document which provided a base for each working group’s discussions. **MB** to update further and include other terms of reference.

JM stated that he thought that the paper should reflect the need for an over-arching vision. Always a possibility of some duplication between groups

SB: Important that H V is mindful of the Core Strategy Doc eventually to come from WBC .Important to maintain evidence base.

**5. Application to register the Police Station as a community asset**

SB/JB confirmed to the OG that they, on HV’s behalf, had made an application to WBC in respect of the ex Haslemere Police Station requesting that it be listed as a Community Asset. WBC have 8 weeks to decide. It is currently under offer so it may not be possible. However, if application is accepted then HV have 6 months to put forward a proposal and obtain the sum required.

The **OG** members unanimously agreed to support the application .**MB/JB** to take this project forward

**6. August/September** **Engagement Programme**-

The engagement programme to end September to have two main strands:

**6.1 Workshops**:

The following are verified as taking place before the end of September:

**VL**:TOC; Redwood Manor; High Lane Community Centre; **NB**: The Scouts; **SB/ PI** Hindhead / Beacon Hill action group; **AF** Woolmer Hill School /Grayswood;

It was agreed that the following approaches would be made to seek to set up workshops:

**SB:** Blackdown & Hindhead NT

**KG:**  The Wey Centre and Haslewey

SB emphasised the importance of identifying those groups not yet reached and it was agreed that:

**All OG Members** are asked to think of the best groups to approach re the more remote geographical areas/ the teen/twenties age group and the more disadvantaged members of the community and to contact SB or VL with suggestions.

**6.2 Questionnaires:**

**All OG members urged to send questionnaire flyer to other community organisations as per Item 1. Important to inform S B which organisations are contacted and the numbers involved.**

**SB to approach Melanie Odell to see if Sport Haslemere would circulate their membership as this would reach a particularly wide audience including many younger people.**

**Then in September** **to be a further vigorous** **promotion of questionnaires** – via shops, events( food festival events), Banners and, if necessary, targeted hand deliveries. **SB/VL/DC to discuss and plan how to do this.**

It was agreed that we should Target- 1,000 returns including those already received!!

**7. Management/ Analysis of Survey Feedback**

How do we produce digestible information from the survey to give to the work groups? **JM/DC to consider .**

**8. Recruitment to Steering Group and Work Groups**

SB reported that 50+, and increasing, have already volunteered for Steering Group and Working Groups. **SB** to contact those who have volunteered via the Survey. **DC/JH to forward names and contact details to SB.**

The spread of volunteers between groups was good except for the Economy and Business Group – for which only four had so far volunteered. AF suggested ta we should expand remit of this group to include employment in future years. **JM,** to approach likely candidates from the business community (CL suggested Keith Clayton).

SB suggested that Members who volunteer for the Steering Group would be advised not to volunteer for more than one Work Group, as the work load of each is expected to be quite onerous.

SB requested that **OG members, who have not already done so, should put in writing to SB the name (s ) of the group  of which they wish to be a member. (i.e. Do not assume that SB is aware of your wishes)**

**9. The Work Group work programme.**

The aim is that by the first week in September a workable membership of each of the SG and WGs will have been recruited and held a first meeting.

A workshop led by **Consultant ( Liz Beth)** to bring the members of all groups up to speed on latest good practice in Neighbourhood Planning will then be held on the 10th, 11th or 12th September. **SB to circulate**  to find  which day is best with members.

The work groups will then start work, prior to a second combined visioning workshop in early/mid October when the groups will come together with outside stakeholders to agree an overarching vision to guide the remainder of their work. **AF/DO’B/SB to meet to begin to plan this.**

Meeting ended !0 -25 p m