

**HASLEMERE VISION STEERING GROUP
NOTES OF 1st MEETING**

Held on 3rd SEPTEMBER 2013, 8 pm at Haslemere Town Hall

Present: Stewart Brown (Chairman of Organising Group); David Simmons; David Round; Matthew O'Hear; Andy Braithwaite; Lesley Banfield; John Robini; Peter Isherwood; Vicki Purewal; Robert Silk; Cyndy Lancaster; Kevin Grottick, Matthew Bowcock; Ann Finlayson; Richard Oldham. Susanna Brown (non-member) took notes.

Apologies: Doug Chandler; Rachel Gardiner; Libby Piper.

1 Introduction Stewart Brown welcomed all members, especially new ones, to the first meeting of the Steering Group, as successor to the Organising Group. Everyone introduced themselves and mentioned the area of Haslemere in which they live. The makeup of the group may need to be revisited to ensure an adequate spread, but it is looking good.

Discuss at next meeting.

2 Slide Presentation SB presented slides summarizing the process so far and the proposed future programme. Discussion followed on the topics below.

Timetable for year ahead

- September 2013 - Form and brief Work Groups; continue community survey; develop "Overarching Vision"
- October 2013- January 2014 - Work Groups analyse evidence, identify key issues, refine vision and develop proposals
- February 2014 – April 2014 - Editorial group take over, assemble work group proposals and edit plan. Meanwhile Steering Group/Work Groups test plan proposals with community as necessary
- May 2014-June 2014 - Plan sent for external validation. Plan revised as necessary
- Summer 2014 – Waverly approve Plan
- Autumn 2014 - Referendum held
- Autumn 2014 – Plan has legal effect

3 Work Groups Just over 100 active volunteers have come forward of which 67 have joined the Steering Group or one of five Work Groups.

*** List of Haslemere Vision Work Groups and members (as at 3 Sept 2013) was circulated and is made part of these minutes as **Appendix A**.

During September two half-day workshops for volunteers will be held and all **members were urged to attend both**. On Sept 14 emphasis will be on sharing with Work Groups the work done so far; on Sept 28 the focus will be on the vision and future thinking. Key conclusions will be circulated afterwards. By the end of September the Work Groups should all have been convened, briefed and ready to start work.

Work Groups have been asked to review the suggested draft terms of reference provided in the "Working Groups Brief" and report back any proposed changes to the Steering Group, with copies to the other work groups by the end of September. The Steering Group's role will be 'to monitor, support and steer' the Work Groups. Even though the Steering Group have this role bi-lateral links between the work groups should be encouraged to ensure

joined up thinking. **Another collective workshop is planned for late November** to revisit the overall vision and to enable the work groups to share their emerging proposals.

4 Publicity & Consultation The on-line survey continues. About 60 on-line responses have been received so far, in addition to some 450 from the launch events, and we want at least 500 more--preferably electronic. People need to be urged to respond not only because we want them to but also to demonstrate to the external examiner. Banners will go up on the High Street and Wey Hill next week; newspapers will promote. Flyers available from Doug Chandler (on holiday till end of this week) .

Discussion highlighted the **need for a Press/Communications Officer** to handle publicity and communications. In particular, how to communicate with hardest to reach, e.g. elderly and young. The idea of a regular newsletter in the Herald was suggested.

Publicity for the survey via local associations and organisations is seen as effective and **Cyndy Lancaster** agreed to approach volunteers to identify groups they belong to and use their influence. **Follow up at next meeting.**

5 Steering Group Terms of Reference and Ways of Working Suggested Terms of Reference, drafted by Andy Braithwaite, had been circulated by email and were tabled and discussed at the meeting. Please send **Comments via email to AB (copied to all) by end of this week for him to produce revision.**

It was suggested that three subcommittees be created: (1) Communications (including Press Officer) and (2) Engagement (3) External Coordination with other localism groups etc. The recruitment of a Committee/Minutes Secretary (including booking venues and maintaining diary of Work Group dates etc) was proposed. It may be necessary to consider some payment but a volunteer would be preferred. **All members requested to seek and nominate possible Committee Secretary. Next agenda.**

6 Election of Chair There being no other nominations **Stewart Brown was proposed by Matthew Bowcock and seconded by David Round and unanimously elected as Chairman of the Steering Group** which he accepted on the basis of at most one more year, with a review at six months (March 2014).

7 Haslemere Vision Ltd. - For future agenda (Richard Oldham)

**8 Next meetings: Monday 23 September 2013
Tuesday 22 October 2013**

*****GUIDANCE ON PREPARATION OF PAPERS AND DOCUMENTS*****

So everyone is 'singing from the same song sheet' please ALWAYS number the pages and put your name and the date on any paper or document (either hard copy or on line) so it can be identified easily.

Appendix A

Haslemere Vision Work Groups

Economy and Business

Cyndy Lancaster; Brian Howard; Andrew Brownrigg; Robert Silk; Keith Clayton; John Moxon; Richard Roydes; Andy Braithwaite; Ged Hall; Peter Nicholson

Transport

Nikki Barton; Stephen Bennett; Andy Braithwaite; Ken Griffiths; Cyndy Lancaster; Sandra McHugh; Paul Megson; Stephen Mulliner; Chloe Nash; Peter Nicholson; Marrienne O'Brien; David O'Brien; David Round; David Simmons; Diana Vartan; Dominic Walton; Helena Worrall

Environment

Chloe Nash; John Robini; Jamie Short; Peter Clarke; Charles Warner; David Field; David Simmons; Fay & Michael Foster; Crawford Christie; Peter Isherwood; Phillipa Guest; Ian Doolittle; David O'Brien; Andy Braithwaite; Simona Bryant; Anthony Harrould

Culture Education & Leisure

Ken Griffiths, James Mackie, Richard Oldham, Jon Taylor, Phillipa Guest, Robert Silk, Lesley Banfield, Simone Bryant, Pam Gimlett, Sharon Mitchell, Melanie Odell, Sue Stathers, Hamish Donaldson; Jon Taylor; Chloe Nash, Peter Clarke; Nikki Barton; Phillipa Guest;

Wellbeing & Health

Julia Stanley; Pat Blades; Ian Doolittle; Peter Clarke; Rachel Gardiner; Penny Bradley; Simona Bryant; Vicki Purewal; Brenda Smith; David Round; Victoria Leake; John Moxon; Sandra McHugh

Steering Group

Rachel Gardiner; Matthew O'Hear; Robert Silk; John Robini; Vicki Purewal; Andy Braithwaite; Cyndy Lancaster; Matthew Bowcock; Lesley Banfield; David Simmons; Doug Chandler; Libby Piper; Ann Finlayson; David Round; Peter Isherwood; Kevin Grottick; Richard Oldham; Stewart Brown