

## **Minutes of a Meeting of the Steering Group of Haslemere Vision held at the Town Hall on Tuesday, 24 June 2014 at 8pm**

**PRESENT:** Stewart Brown, Cyndy Lancaster, John Moxon, Robert Silk, David Simmons and Diana Vartan

**1. APOLOGIES** Lesley Banfield, Matthew Bowcock, Ken Griffiths, Peter Isherwood, Richard Oldham, Vicki Purewal and Robert Serman.

**2. MINUTES OF THE LAST MEETING** The minutes of Wednesday, 21 May 2014, were approved.

### **3. MATTERS ARISING.**

**3.1 Assets of community value:** SB has asked RS and KG to produce an updated list of properties that we should list as “assets of community value”.

**3.2 Housing:** The Housing Site Meeting was proving difficult to convene due to holidays. It will be held in early July.

**3.3 Transport:** SB had not yet reconvened this group pending the outcome of on-going discussions on the future programme and organisation.

**3.4 Funding:** Applications were planned to HTC, The Community Foundation and, potentially the Big Lottery.

### **4. FOLLOW UP TO THE WEY HILL FAIRGROUND WORKSHOP**

Approximately 60 people had attended the workshop. SB thanked LB, David O'Brien and Paul Sutton for an excellent presentation which resulted in a very successful public consultation. DO'B had produced a draft press release to be published in the Herald the following week. A debriefing meeting, to plan follow up and next steps would be held as soon as LB and DO'B return from their holiday in early July. It was hoped that LB and DO'B will lead the process of developing the ideas generated at the workshop into proposals for inclusion in the next consultation. **Action: LB to organise a follow up meeting on her return.**

### **5. JUNE CONSULTATION AND IMMEDIATE TASKS**

The meeting unanimously supported a sincere vote of thanks to Crawford Christie, Robert Silk and Stephen Mulliner for the amount of expertise and time spent in the production of the Consultation Document also to David Simmons and Diana Vartan for identifying a less expensive way in which the document could be printed and delivered.

It was agreed that it was important to capture the lessons learned from the production of this first consultation document. **Action: SB, RSi and CC** to produce notes of lessons learnt.

#### **Immediate Tasks were agreed as follows:**

**5.1.1 Checking and emptying ballot boxes between now and 31 July: RSi, DS and SB,** will collect the ballots weekly. **RSi** will arrange distribution to data entry

volunteers with **CC**. **JM** will take over from RSi when he goes on holiday.

**5.1.2 Data entry from consultation responses – CC** to organise

**5.1.3 Data analysis and feedback to SG and Volunteers. CC** to organise

**5.1.4 Leaflet campaign– SB** to organise for Saturday June 28th. (Responses will be monitored in order to assess the possibility of a further 'Saturday handout' later in the month). **DS** to hand out leaflets at the St Bartholomew's School Fete on 28 June. **CL and DV** to distribute leaflets to shops.

**5.1.5 Haslemere Fringe Festival 4-6 July:** It was agreed that we would try to have a presence on July 5<sup>th</sup> and 6<sup>th</sup>. **RS** advised that **LB** had volunteered to organise leaflet distribution on the day. **JM** to check with **KG** whether or not we have a stand. If so **DS and SB** volunteered to help set it up. **RSi** will liaise with **LB** to agree how the stand would be manned.

**5.1.6 RSi** to contact **DC** to advertise the survey on the screen at HH.

**5.1.7 VP** to organise an event at High lane to advertise the survey

## 6. FUTURE ORGANISATION

The recent successful drafting and launch of the consultation had only been achieved at the cost of **CC** and **RSi** undertaking an unsustainable work load. The meeting agreed that the overall work load must be shared more widely in future.

It was proposed a series of defined projects be allocated to named groups. The meeting agreed that we should seek two or three candidates to plan and take forward the work on each of these major strands of our future work, recruiting further assistance as needed. Candidates for each task would be identified by the end of July and, as soon as the analysis of the current consultation responses is available, those selected to lead on each issue should attend a feedback presentation organised by **CC** and agree the detail of how to take the process forward.

The following candidates were suggested for the projects/tasks so far identified:

**6.1 Business and economy policy development: JM and RSi**

**6.2 Transport and parking policy development: DS, Stephen Bennett and Richard Workman.** **DS** undertook to contact **SB** and **RW**.

**6.3 Townscape: SB** to discuss with **D'OB**.

**6.4 Housing and Environment: SB** to convene a further meeting to discuss.

**6.5 Wey Hill Fairground: LB and DO'B** to take forward the output from the 21 June Workshop to produce options for inclusion in the Phase Two consultation.

**6.6 Hindhead and Beacon Hill: SB** to discuss with **PI**

**6.7 Health related issues: JM** to ascertain whether/how the Haslemere Health Group can contribute policy proposals for inclusion in Phase Two consultation.

**6.8 Design and Drafting of Phase Two Consultation document: CC**

**6.9 Analyses of Phase Two: CC**

**6.10 Printing and Distribution of the Phase Two document: RSi**

**6.11 Neighbourhood Plan/Vision Editorial Group:** It was agreed that the first step should be to recruit an editor to lead the process. **SB** to circulate a suggested job spec for an editor. Once that is agreed we will approach **U3A** for a possible candidate and **JM** will approach **David Wilson**.

**6.12 Sustainability: SB** to contact **Ann Finlayson** to identify candidates to establish what the sustainability requirements are for the final plan and organise whatever is necessary to comply.

## 7. DATES OF NEXT MEETINGS

Tuesday, 22 July, Wednesday 27 August, Tuesday 23 September

All at 8 pm at the Town Hall

(Final26-7-14)