

# Speldhurst Parish Council

Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

## Minutes of a Parish Vision Committee Meeting held in Speldhurst Village Hall on Monday, 10<sup>th</sup> August 2009 at 11am

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**MEMBERS PRESENT:** Cllr. Mrs Podbury (Chairman)  
Cllr. Mrs Soyke  
Cllr. Langridge

**OFFICER PRESENT:** Chris May – Clerk

Victoria Lawson from Action with Communities in Rural Kent

1. **Apologies for Absence** - Cllr. Colley
2. **Declarations of Personal and Prejudicial Interest:** None received
3. **Declarations of Lobbying:** None received
4. **Minutes** of the meeting dated **30<sup>th</sup> July 2009**, copies having previously been forwarded to Members, were approved and signed.
5. **Matters Arising:** There were no matters arising.
6. **Update Report:** Cllr Mrs Podbury had contacted ACRK regarding the date of the meeting, questionnaires and other issues. She updated VL on the progress that the sub-committee had made so far and confirmed that we would like to use the services of ACRK for analysing the questionnaire at a cost of £300. She went on to explain the Terms of Reference and that we had a budget of £1000.
7. **Road Shows:** Advertising and Promotion – Laminated posters were going to be put up in local shops. Cllr Langridge had produced a new poster and it was suggested that they should be distributed via schoolchildren, youth groups, other organisations and in pubs. ***Cllr Langridge would look into the cost of printing. The Clerk would look into updating the website.***

Content/Materials– Various ideas were suggested about how the content could be displayed – A3 paper with headings on tables with some suggested titles: What this is all about; What we want to achieve; What we want from you (the parishioners); Having “post it” notes available so that they can write what concerns them and place under the appropriate heading and at the end – three questions – What I like”, “What I dislike” and “What I would hope for”. It would be explained that the information will help form a questionnaire and identify what the issues are; help us distribute via volunteers to deliver/collect the questionnaires (one per road?) VL will send out to us various information about other Parish Plans.

Recruiting Volunteers - VL suggested that the committee should aim to get four members of the public to join the Parish Vision committee (ideally one per village) so that becomes a community led project and not just a Parish Council initiative. It was suggested that refreshments and a “chat area” were made available at all the locations with the exception of Groombridge (space).

8. **Questionnaire:** Suggested Headings were:
  - Traffic/Road Safety/Parking
  - Health/Doctors (volunteer car scheme)
  - Village Life/Activities
  - Communications and Information
  - Public Safety
  - Housing and Development (Affordable Housing)
  - Local Environment
  - Services (Transport) and Amenities

- Local Government
- A Young Peoples' Questionnaire

The end result will basically fall in to two categories: What we can do and what we have to lobby for. VL also suggested that the questionnaires are produced on different colour paper for each village so we can identify specific village needs. One questionnaire would be distributed per household but if another one was requested it would be available.

It was suggested that the answers be “closed questions” i.e. Strongly Agree/Agree/etc. Confining the answers to boxes (avoid open questions). VL will send emails of other questionnaires.

At the Road Shows we should advise that a questionnaire will be delivered in January and that it should be filled in and returned/collected in 7 days. Another Open Day would be needed to present the findings (AGM? – the speech should be about the results of the Parish Vision)

- 9. Finance:** There is a small grant available from ACRK - VL will send forms. It was suggested to emphasise the fact that we were engaging with the Borough Council/Schools/Medical centres. The Budget part should be ignored because there was a separate budget form. 50% of the grant would be given upfront and the balance paid after progress has been reported.
- 10. ACRK:** VL suggested that as soon as the questionnaire was finalised that it be sent to Craig Armstrong so that he can input the details ready for when the completed forms arrive.
- 11. Other Consideration:** There were none.
- 12. Items for information:** There were none.

The meeting closed at 12.45pm with thanks to Victoria Lawson who will be leaving ACRK at the end of August.

Chairman