

## **Desborough Town Plan Steering Group**

### **Minutes of Meeting held on July 10th at Marlow House**

**Those in attendance :** Cllr Allan Matthews, Cllr Ben King, David Larmour, Cllr David Soans, Jean Wardle, Cllr June Derbyshire, Joanne Watson, Paula Holmes.

#### **[1] Introduction**

The welcome and introduction to this first meeting of the Steering Group was made by Cllr Matthews, the current Chairman of Desborough Town Council.

#### **[2] Apologies for Absence**

Apologies were received from Belinda Humfrey and Hilary Connelly.

#### **[3] Election of Officers**

Following some discussion Cllr David Soans was proposed as the Chairman.

A vote concluded that Cllr Soans be appointed as the Chairman forthwith.

The Chairman then suggested that the Group vote for the positions of Vice Chairman, Secretary, Finance Co-ordinator and a Training Co-ordinator.

Following some discussion it was agreed that the appointment of Secretary could be combined with the Finance Co-ordinator and it was agreed that Hilary Connelly be appointed in this [combined] role in her absence. It

was also agreed that Paula Holmes be appointed Training Co-ordinator and the post of Vice Chairman be left vacant for the time being.

#### **[4] Current and Future Funding**

It was reported that the Steering Group has been awarded a grant of £7000 from the Communities Development Foundation and 90% of this award [£6300] will be received as a first instalment. There is an overriding condition that this grant must be used up by 31st December 2014, failing which it will have to be returned.

Paula through her work at Desborough Community Development Trust [DCDT] will exercise her talents in securing further funding streams.

#### **[5] Terms of Reference and Fact Sheet**

Everyone had received advance copies of both the Terms of Reference and the Fact Sheets. It was generally agreed that these had been read and understood.

#### **[6] Communications**

After some discussion it was agreed that all communications between Group Members [where appropriate] would be made by e-mail.

#### **[7] Training - Dates, Times and Venues**

Various possible dates were considered together with some comments on potential candidates for subsequent training events.

The first of this Group's Training Sessions - "Nuts and Bolts" session is planned for Monday 14th July - 6.30 pm at the Heritage Centre.

### **[8] Reports on public consultation events**

The event at this year's Carnival [June 28th] was generally agreed to have been very successful and various issues were raised about the need to generate a better liaison with Kettering Borough Council [KBC], in particular the Planning Department, to allow our Town Plan to move forward and gain greater awareness with decision makers at KBC.

One area where we could influence a quick hit for residents would be through raising the need for more frequent weed spraying throughout the town.

### **[9] Next Steps**

To improve the knowledge of all Group Members the first training session will be the Nuts and Bolts event next Monday [see point 7 above].

Following this first training session we can decide what, when and how to develop future training needs including references to the Core Spatial Strategies in our developing Town Plan.

### **[10] Any other business**

Sadly David Larmour confirmed that he would be withdrawing from the Group.

David has identified a replacement, from the Town Centre Partnership, who would be invited to join us at the Nuts and Bolts training event.

### **[11] Date of next meeting**

Date agreed as Monday 8th September - venue to be advised to all by e-mail.