

Minutes of Holmes Chapel Partnership Meeting

Wednesday 25th September at 7:00 pm at the Methodist Church Hall

1 Attendees

1.1 Present

Jacqui Barton, Glyn Chambers, Stuart Gammon, Les Gilbert, Phil Hargreaves, Heather Jones, Charley Pettitt, Daniella Russo, Hazel Sutcliffe,

1.2 Apologies

Harry Brooks, Dorothy Davidson, Steve Ranger, Bethan Wiggett

2 Introduction

Daniella introduced Charley Pettitt, who is replacing Bethan as the Young people's representative.

The committee welcomed Charley, and thanked Bethan (by proxy) for the good work she had done during her tenure of the post. (Stuart subsequently sent an email thanking her).

3 Previous Minutes

The minutes were read and accepted by all present.

3.1 Actions from Previous Minutes

All previous actions had been carried out.

4 Correspondence

1. An email was received – and forwarded to the committee - from Adele Fletcher regarding progress with the Local Area Partnerships Job Clubs initiative
 - Job Clubs have been set up in the four towns, plus one is being set up in the Library at Holmes Chapel.
 - The Partnership have no direct involvement, but will consider any requests from the organisers, as long as we are not expected to provide//fund staff.
 2. Stuart has written to the Clerk of the Parish Council (Nicola Clarke) to suggest that we jointly fund the purchase of some display boards as a community asset - to be used by both groups (and potentially loaned to local organisations)
 - Nicola has arranged for this to be discussed at an appropriate Council meeting, and will report back
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5 Communications Update

5.1 Social Networking

1. Daniella has the details, and taken over the running of the Twitter account from Bethan
 - Twitter is seen as the best way to communicate with younger people in the village, having largely replaced Facebook in that community - *users follow @hcupartnership*.
 - The committee authorised Daniella to tweet items that she believes appropriate.
 - She plans to tweet items added to the Facebook page (by Stuart), plus add things like countdowns to important events (e.g. the AGM, Christmas market)

- She will also tweet other items/photos that she thinks will be of interest (taken from other accounts she follows) – including anything committee/project members feel would be of general interest (please email to daniella.russo@hcpartnership.org.uk), for example updates on the Dane Meadow project / a walk around the area
 - She will retweet items of interest to the School
2. Stuart will continue to update the Facebook page for the time being.

5.2 Website

1. Charley will review the website and make suggestions for improvements. Immediate thoughts:
 - Put Facebook and Twitter links on the website
 - Improve the Home page – give visitors a reason to look further
2. There do not seem to be any 'experts' at the Comprehensive School, as web design is no longer part of the IT curriculum!

5.3 Other Media

1. Charley will put Partnership / Community items on the School Newsletter
 - School involvement in the community / with the Partnership could be improved by, for example, having competitions to design posters, logos, etc..
2. The Villages Mag (TVM)
 - Daniella has lost contact with Nigel Player
 - The Parish Council are talking to TVM about possible use of the magazine to disseminate community information.
 - At present the Partnership is not involved and does not wish to pursue links with TVM.

5.4 Formation of the Communications Group

The inaugural meeting is expected to take place within the next few weeks.

6 Annual General Meeting (26th October)

6.1 Advertising

1. Need to advertise:
 - a) On Facebook / Twitter
 - b) HCP / village centre / St Lukes Hal / other noticeboards
 - c) On Website
 - d) Posters
 - e) Sandwich board (on the day) – borrow St Luke's board?
2. Posters
 - a) Hook line to ask people if they want to know where we have spent our grants monies.
 - b) **Action: Hazel to design/produce**
3. Press
 - a) **Action: Stuart to invite Knutsford Guardian and Sandbach Chronicle**

6.2 Admin

1. Timings
 - a) Set-up 09:30
 - b) Open 10:00-12:00
 - c) Clear out by 12:30
2. Set-up
 - a) Teas & Coffees Who?
 - b) Put up displays All
3. Boards
 - a) Phil has some
 - b) **Action: Glyn to borrow some from Sandbach Partnership (Dot Flint)**

6.3 Displays

1. General Theme
 - a) Base on Parish Plan 2009 actions - What you said / what we did / what we will do
 - b) A4 Sheets / large fonts / plenty of photos
2. Subjects / authors
 - a) U3A Heather
 - b) Playareas Stuart
 - c) Dane Meadow Hazel
 - d) Cycling Hazel / Harry
 - e) Traffic issues Les?

7 Events Update

7.1 Action for Market Towns (AMT) Convention – 6th/7th November

1. The next HC/Sandbach joint meeting is 30th September, 5:30-7:30 pm at the Sandbach Enterprise Centre
 - a. Meeting will finalise HC/Sandbach tour arrangements
 - b. Venue for the tour to be agreed as Town Hall unavailable due to (late starting) refurbishment work
 - c. **Action: Glyn encouraged all to attend if possible**
2. The Agenda for the convention has now been published on the AMT website – here <http://towns.org.uk/events-2/amt-convention/>
3. Local suppliers to be encouraged to provide food for the tour lunch (along with Sandbach suppliers) and 'goody bags', and sell wares on the 2nd day
 - a. Mandevilles to provide gingerbread biscuits, and Hazel to supply small honey pots and cycling maps for the bags
 - i. HCP will fund these items as our contribution
 - b. **Actions:**
 - i. **Daniella to contact Steph's Spongery re providing cup cakes or similar**

- ii. Hazel to ask Mandevilles about providing sandwiches
- iii. Phil to investigate where we can get small carrier bags

7.2 Christmas Market – 8 December

1. Rough financial plan put together by Phil
 - a) We do not have final costs, but expect small profit or loss, due mainly to surplus from 2012 event
 - b) Will need to review pricing/funding next year
 2. Lighting – agreed same requirements as last year, we do not need/cannot afford an extra tower
 3. Approximately 34 stalls booked so far, 5 needing indoor space (St Lukes Hall), several potential stall holders still to respond
 4. Layout – keep a couple of stalls (adjacent to generators) empty - due to noise/smell – which can be used as shelter if weather inclement (provide chairs?)
 5. Remainder held over to next meeting due to shortage of time and absence of Dorothy
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8 New Projects

8.1 New Residents Welcome Pack

1. Idea brought to the Partnership by Phil, originated by suggestion at U3A meeting by Rab Parry
 - a. Concept is to provide a pack of information about local community facilities and organisations to people moving into the village – e.g. the new Bloor/Bellway homes on Station Road/Marsh lane
 - b. Non-commercial, but open to sponsorship
2. Phil brought along a mock-up of an A4 folder with an HCP cover, and sample leaflets
3. Action: Phil to take to next stage / set up a project group

8.2 AP Club and adjoining site

1. A couple of meetings have taken place between the Partnership (Stuart), The Parish Council (Steve, Nicola Clarke), CE Ward Councillor (Les) and Bluemantle (Simon Isherwood) to discuss the future of the site and AP Club
 - a. Sanofi Aventis (driven by parent company) wish to sell the entire site including the AP Club and playing field, on the open market for redevelopment
 - b. Sanofi Aventis have given notice to close the AP Club on December 13th, but will allow the Rugby Club to continue using the playing field and external changing rooms for the current season
2. The group are concerned about a number of things:
 - a. The AP Club, although not currently used to the full, is a valuable community asset, which we believe should not be lost
 - b. The playing field is effectively protected by planning rules, and any developer wishing to build on the field must provide another playing field of equal or better quality at a suitable location in the village.
3. The group will continue to meet, lobby Sanofi-Aventis, and look at options to preserve the two facilities, including pressing for a stay of execution on the AP Club closure to allow further discussions to take place with Sanofi.

9 Updates on Current Projects

Not discussed due to lack of time

10 Any Other Business

1. Dane Meadow Funding
 - a) Funding from Natural England direct to HCP via Rural Payments Agency (RPA) – cannot claim until invoiced and paid by Parish Council
 - b) Due to Parish Council cashflow challenges have signed a blank cheque to transfer funds to PC when received from RPA
 2. English Dining Room
 - a) Jacqui reminded all that the event starts at 7:30pm on 12th October
 - b) No alcohol licence, so bring your own drinks
 - c) Payment by cash or cheque only, on the day - £21 per head
 - d) Phil to look at possible minibus
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11 Next Meeting

Wednesday 23rd October