

Carlton Village Neighbourhood Forum (CVNF)

Meeting Minutes

September 22, 2014

Present: Darren Etherington (DE), Howard Reece (HR), Steve Carmody (SC),
Darren Lord (DL), Joanne Kershaw (JK), Stewart Golton (SG)

Apologies: Jacqueline Rooney, Peter Ellis

I. Agenda

1. Agree minutes
2. Update on resubmitted application
3. Update on meetings with local businesses
4. Update on information returned via questionnaires
5. Method of feeding info back to residents
6. Next steps
7. Finance
8. AOB
9. Next Meeting

1) **Agree Minutes** – The minutes were amended in that meeting date should be September 15th and CVRA meeting date should state 16th September.

2) **Update on application** – **SC** has received a response from Jack Dunn stating that he had no objection to the boundary at this stage. He was waiting for the revised SHLAA before making any further comment. **SC** will therefore submit the revised application on 26th September.

3) **Update on meeting with local businesses** – We have verbal support from The Rosebud, The Unicorn, Carlton Social Club, Greenfield Produce, Womaks and the 2 childcare businesses (Janet McGuinness and Julie Pickles). This will be added to the application.

4) **Update on information returned via questionnaires** – **HR** has collated the information and a discussion was held on what information should be fed back to the community and in what format. It was decided that a written summary would be better than just proving the data in its raw form. **SC** will produce a one page summary for discussion at next meeting. From this **JK** will produce a document that we can feed back to the community. **HR** will continue to read the comments made on the questionnaires and provide a summary of the main points.

5) **Method of feeding info back to residents** – The CVRA are proposing a public meeting in October to discuss the rise in crime and crime prevention in the area. They intend to invite the Police to attend this meeting and have stated that they would be happy for the CVNF to attend. It was felt that this would not only be a good opportunity to feedback findings to the community but it would also provide us an opportunity to ask the community for help in with the core skills needed.

6) **Next Steps** – **SG** provided **DE** with contact information for the Oulton & Woodlesford Neighbourhood Forum. **SG** stated that they have arranged a workshop with **LCC** to discuss the formulation of a neighbourhood plan for 8th October. **DE** will contact them to ask if a CVNF representative or two could also attend. **DE** would also ask if they had done any form of

questionnaire and what results they had received – Update - Please see below original mail and the response received:

“I have been given your details by Stewart Golton.

I am the secretary of the Carlton Village Neighbourhood Forum (CVNF). We have submitted our forum application to LCC and are awaiting their approval. In the meantime we have put a survey out to the village asking their views and had a reasonable response to this. We are now at the stage where we would like to start to produce our neighbourhood plan.

Stewart suggested that I contact you to ask if it would be possible for 1 or 2 of our committee members to attend the neighbourhood planning workshop that you have arranged with Shaun Hanson on Wednesday the 8th October at Oulton Institute. I wonder if you would be receptive to this idea, if not then would you have Shaun's' contact details so that we may try and arrange our own workshop date with him?

On a separate issue have you put any form of survey out to your area and if so what level of response did you receive and what type of information did you request? I attach a copy of the questionnaire that we issued for your information.”

“It is fantastic that you have made such good progress.

I will discuss your proposal with the steering committee to get their views and report back to you as the planning workshop has been paid out of the grant we applied for. I am sure we will be able to pass on Shaun Hansons details if the steering committee decides they want to focus on our plan.

Yes we produced a questionnaire but the responses did not give any clear insight but it was helpful to clarify what was being asked. The next stage is a scoping survey and we have been discussing this with Rothwell Neighbourhood Forum as David and I attend their meetings and they attend ours.

It would be good to meet for introductions and discuss our common issues.”

Given their response I would suggest that we make an effort to meet with them.

From this response SC asked **DL** to contact them directly to discuss their application for a grant as it appears they have been successful in this.

7) **Finance** – DL reported that there were 2 types of on-line application document. The first is to determine if you are eligible for funding, the second being your request for funding. DL will complete both documents **SC** will provide new application to DL to submit with applications. It is suggested that DL contacts Oulton & Woodlesford to discuss their successful application for funding.

DL also reported that the LCC website stated the funding was only available for activities planned prior to 24th December 2014. DL will query this with LCC.

8) **AOB** – None

9) **Next Meeting** – 8.15 pm Monday 6th October at DL's home - 8 The Grange Carlton.