

Minutes of the IPPSG meeting 7.30 pm 1/2/12 @ Chapelgarth Ingleby Arncliffe:

Present: Alan Jenson, Alma Mayhew, Ian Heseltine, George Hunter, Joyce Bean, Ruth Eastham, Venetia Bell.

1. Minutes agreed as a true record

2. Matters arising:

- Appointments: George Hunter - Chairperson, Ruth Eastham - Treasurer, Venetia Bell – Secretary
- Other members of the community who have agreed to help with the Parish Plan:

Tim Roy, Duncan Roy, The Reverend Trevor, Emily Phillips, Beverley Robins (stay@parkhousebb.co.uk) Ollie Speight-to be confirmed.

It was agreed that this group would be asked to contribute to the production of the final questionnaire.

- IH has contacted Gerry Woodhouse to obtain copies of the minutes & agendas for the Potto Parish plan
- IH hopes to speak to Paul Gaythorpe this week to give the IPPSG access to the Parish website so that the site can be kept up to date with the progress of the IPP
- JB was thanked for kindly producing copies of the Parish boundaries.
- RE has contacted Amanda Madden of Rural Action Yorkshire & Peter Cole of HDC re funding. £500 is immediately available from HDC. RE is to check exactly what this will cover eg advice, printing, access to copy OS maps. It was thought that although the final plan must be durable all the pages did not need to be glossy. Peter Cole can advise on numbers of questionnaires & final copies required. There are 150 households in the village. - Further funding can be accessed, however this is a time consuming operation which Rural Yorkshire thought unnecessary considering the small size of our parish.
- IH will produce a letter to the village introducing them to the concept of the Parish Plan & encouraging them to give ideas as to what should be included in the final questionnaire. IH will e-mail an initial draft letter to the IPPSG for comment. Aim to approve before the end of February.

3. Agenda items:

- Training event Rural Yorkshire.
It is anticipated that this free event will take place in Ingleby Village Hall towards the end of February.
- Regional contacts: Amanda Kent Rural Yorkshire + Peter Cole HDC
- Funding see above.
- Initial letter to the parish see above. Our goal is to encourage everyone young & old to take part in the process. Each household will be given as many questionnaires as they wish.
- Demographics:
A better knowledge of the parish demographics, together with the percentage response from our first letter to everyone could help us decide whether we will need a separate questionnaire for the youth of the parish. RE to contact Peter Cole to see how this is usually assessed & how useful this will be eg would it be helpful for the planning authority to assess the needs of the village/ if a nursery was considered. It may be possible to collate census information for the final version. We do not wish our questionnaire to be intrusive.
- Questionnaire / Team leaders. The wider group to take on the task of producing the final questions. Peter Cole to be asked for guidance once a provisional list of topics & questions has been drawn up.
- Events plan: 1. see Potto Agendas 2. ask how this is commonly done at the Rural Yorkshire meeting
- Next meeting: 7.00pm Monday 27th February 2012 at George Hunter's house.