

MINUTES OF THE TOWN PLAN STEERING GROUP

MONDAY 23rd JANUARY, 2012

Present: Jane Carpenter, Elizabeth Brown, Emma Croxon, David Hudson, Lisa Caven-Quantrill, Cllr Pam Whiting, Cllr Anna Sauntson, Philip Toogood, Cllr Bert Jackson, Sandra Mitcham, Julie Morriss.

1. **Election of Chair** - Sandra Mitcham was proposed by Cllr Anna Sauntson and seconded by Cllr Sheila Mantle. It was agreed unanimously.
2. **Apologies:** were received from Cllr Derek Lawson and John Sidey
3. **Minutes of the previous meeting:** Were approved and duly signed by the Chair, Mrs Sandra Mitcham.
4. **To consider the draft constitution for adoption:** There was much discussion and it was agreed that the Library should be represented. The constitution was accepted and adopted as it stands with one exception – the nominated members would be increased to 16.
5. **Launch Day 28th January 2012.** Sandra Mitcham explained that this had been much publicised and it is hoped that the public will 'drop in' with their views, comments and issues. Philip Toogood, Elizabeth Brown and Jane Carpenter all offered to assist during the morning. Signs will be put out in the morning.
6. **Questionnaire:** The questionnaire will be sent to every resident in the town and it is hoped that one could be devised for the younger generation, so that they have an input into the plans. A sample questionnaire was distributed and discussed and members of the steering group should forward their ideas, questions to Sandra Mitcham by 6th February 2012. Lisa Caven-Quantrill offered her services, as graphic designer, to help with the setting up of the questionnaire and it is hoped that John Sidey might be able to assist as well. David Hudson will approach the Church Steering Group for their input and ideas. Other bodies, for example businesses, will be approached later in the process for their views.
Once all questions and comments have been received, Sandra Mitcham will bring back to the next meeting a draft of the Higham Ferrers Questionnaire.
7. **Publicity and Communications:** Cllr Anna Sauntson offered to feed information to the ET and the Nene Valley News. Emma Croxon offered her skills to do layouts given the information.
8. **Funding:** Sandra explained the funding available and a bid has already been presented. All bids need evidence attached, but there is up to £50,000 available to work on this project. Specialists and consultants will be used for issues such as Highways.
9. **Any other items:** There was much concern about the division of the town and it was felt that the community as a whole needed to be brought together.
10. **Date of next meeting:** The date of the next meeting is 21st February 2012 at 7 p.m. in the Town Hall