

## **Shildon Parish Plan**

### **Steering Group**

#### **Minutes of a meeting held on Wednesday 15<sup>th</sup> March 2006**

##### **Present:**

Mal Carson	-	New Shildon Residents Association
Councillor Mike Stott	-	Shildon Town Council
Councillor John Smith	-	Shildon Town Council
Ann Corrigan	-	Sure Start
Mona Quigley	-	Jubilee fields Residents Association
Freda Toon	-	Shildon Centre
Chris Wood	-	Shildon Centre

##### **Support Officers:**

Gillian Fortune	-	CAVOS
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#### **1. Apologies for absence**

Helen Wright	-	Local Resident
Tracey Bellas	-	Shildon Town Council
Mick Waterson-	-	Shildon Town Council
Carol Fletcher	-	Shildon Community Safety Group
Jude Peto	-	Shildon Centre (Placement student)
Heather Carter	-	Sedgefield Learning Borough

#### **2. Appointment of Chair**

It was **resolved** that Mal Carson would chair the meeting.

#### **3. Introductions**

No introductions were needed

#### **4. Minutes of the meeting held on 8<sup>th</sup> February 2006**

Approved as a true record.

#### **5. Matters arising**

There were no matters arising

#### **6. Recap of current position**

Gillian Fortune presented the re-cap of the current position.

- 'Teaser' ads have appeared in the Town Crier.
- A letter was published in the Town Crier as a result of a resident's letter asking about 'Shildon Voices'.

## **Gillian reported on the Launch Event Working Party meeting held on 8<sup>th</sup> March**

Launch event to be held on Wed 24<sup>th</sup> March at the Civic Hall 2-4pm and 6-8pm.

Jude Peto had typed up the notes from the meeting and they were distributed to everyone at the meeting. The following format was agreed:

- A market place of stalls with information – both organisations and community and voluntary groups. These would cover the key themes of the parish plan – health, community safety, environment, education etc. It was resolved that it is important to have a balance of community, voluntary and statutory organisations.
- No questionnaires will be handed out at the event – the aim to generate interest by encouraging people to get thinking and talking about the questionnaire.
- Young people will be invited (through visits to Sunnydale School) to get involved as ‘meet and greeters’ – Gillian, Freda and Jude to visit the school. Freda has already spoken to the school.
- Free refreshments (tea, coffee and juice) will be provided.
- Sure Start is to be asked to provide an activity for children to enable parents or carers to visit the ‘market place’.
- Jude will contact community groups and ask if they would like to:
  - a) If they would encourage members to attend the event
  - b) If they would like to have a stall at the event
  - c) If they would like to host a consultation Shildon Voices event (e.g. a tea dance or pie and peas supper etc)
  - d) If groups will put the Shildon Parish Plan on the agendas for their meetings to raise awareness.
- Tracey Bellas to be asked to contact organisations in the statutory sector.
- Shildon Youth Network members have agreed to talk to the young people in their groups about how they would like to be consulted. Freda has also written to all members about this.
- There will be a display or stall to promote the idea of a Shildon Community Partnership. Chris and John to discuss how to approach this.

The working party were thanked for their efforts with this.

## **Other comments:**

The development of the Ferryhill Community Partnership was successful because it was led by the community and as such had support. This view is supported as the success of the launch of the BIG Q report being led by local people meant that the Civic Hall was very well attended.

### **7. Consultation timetable: update**

There is no timetable as yet. We are still waiting for news from Sedgefield Borough. It was **resolved** that we will continue to take the action we can in the meantime.

### **8. Representation: interviews for prospective consultants**

It was **resolved** that a representative and a stand-by rep be appointed at the next meeting. They will represent the Steering Group on the panel and will then report back.

ALL MEMBERS of the group are requested to think about whether they would like to be on this interview panel prior to the next meeting.

### **9. Letter to community groups**

The original letter that was drafted will need to be altered to meet the needs of community groups that are to be contacted.

It was **resolved** that Jude will follow up each personal contact with community groups with a letter confirming what was agreed regarding the launch and Shildon Voices events. She will draft the letter and bring it back to members of the working party before they are sent out.

### **10. Parish Plan timetable**

It was **resolved** that in future this section will be called Parish Plan Action Plan.

It was **resolved** that the actions for the launch are to be identified in the Action Plan.

### **11. Publicity**

It was **resolved** to continue the website [www.shildonvoices.info](http://www.shildonvoices.info)

Mike informed those present that there is now a calendar for events for Shildon on the 'Town Crier' website [www.shildontowncrier.com](http://www.shildontowncrier.com)

It was **resolved** that Tracey be asked to put the Shildon Voices Launch on the calendar. Details to be included are:

*Shildon Voices Launch, 24<sup>th</sup> May 2006, Civic Hall, 2-4pm and 6-8pm.*

**Resolved** that Jude keep a record of all groups and activities that will take place.

It was noted that there is a Community Safety Group event in June. It was resolved to liaise with Sarah Collins about whether the Shildon Voices group can participate in this.

**12. Any Other Business**

None

**13. Date of next meeting**

Wed 5<sup>th</sup> April at the Rest House at 2pm