

RADLEY PARISH PLAN STEERING COMMITTEE

Minutes of Meeting held on Monday, 26 July 2010 at 6.30 pm at 55 Foxborough Road

PRESENT: Ms Kayla Tomlinson (in the Chair)
Mr David Buckle
Mr Garry Cook
Dr Eric Davies
Mrs Inga Doherty
Mr Bob Earl
Mrs Fiona Wilkes
Miss Sally Raven

APOLOGIES: Mr Nick Frearson, Mrs Jenny Standen, Mr Ian Yorston and Miss Martha Young

1. **Minutes of meeting held on the 28 June 2010:** The minutes were accepted as a true record.
2. **Next Meeting and Venue:** Monday, 16 August 2010, at 6.30 pm, at 55 Foxborough Road. The main item for discussion will be the questionnaire.
3. **Action Points from Notes: NIL**

4. **Finance:**

Claims for expenditure: It was agreed that the following should be paid:

- (i) Claims for expenditure:
Dr Eric Davies – Mileage Claim to Little Milton and return: £16.25
Miss Sally Raven – Photocopying: £13.45
- (ii) Payment of Gratuities:
Gratuity to Mr Nick Frearson for Lower Farm Visit: £25.00
Gratuity to Mr Simon Wilson for Lower Farm Visit: £25.00
Gratuity to Mr Ian Yorston for Radley College Visit: £25.00
Gratuity to Benedict Yorston for Radley College Visit: £10.00
Gratuity to Alexandra Yorston for Radley College Visit: £10.00

Letters of thanks would be sent to those involved with the visits once the cheques had been obtained.

5. **Questionnaire Working Group:** A draft questionnaire had been prepared and circulated to members of the Working Group for comment (Bob Earl indicated that he had not received a copy). The draft questionnaire was 15 pages long and careful consideration would need to be given to reducing the length while ensuring that it was a worthwhile questionnaire.

The distribution and collection of the questionnaires was discussed. The Steering Committee were disappointed that no volunteers had come forward to assist with this task. It was understood that the activities of the Radley Guides had already been planned for September so it was unlikely that they would be able to help with any distribution. Members of the Steering Committee clarified which areas they could deal with provided no volunteers came forward, but a few areas were left uncovered. The attached list sets out the position.

ACTION:

- The draft questionnaire would be discussed at the August meeting.
- The Parish Councillors would be asked if they could assist with the distribution/collection of questionnaires. The questionnaires would be distributed w/c 6 and 13 September 2010, with collection between the 21 and 28 September 2010.
- Eric Davis would draft A4 posters to put around the Parish informing people when the questionnaires would be delivered and when they would be collected. Sally Raven would assist with the display of the posters.
- It was hoped that Anton Nath could attend the August meeting to discuss the questionnaire
- Radley Guides/Radley Youth Club would be asked if they could help with any of the distribution.

6. Feedback on Activities:

- (a) Trailer Ride, 1 July 2010: The Trailer Ride arranged by Nick Frearson had been a great success. It had been a very informative and entertaining evening.
- (b) Visit to Radley College: The visit, led by Ian Yorston who was assisted by his two children, was a great success. Again, this was very informative and entertaining. Ian Yorston had indicated that a further visit could be arranged if necessary.
- (c) Launch: An event would need to be arranged during February/March to launch the plan.

7. Logo: Work was continuing on this.

ACTION: Eric Davies hoped to get a draft prepared for the next meeting.

- 8. Website:** Kayla Tomlinson and Fiona Wilkes had done a lot of work on the blog with details and photographs of the events. There was still concern about the ease of access, and Sally Raven would ask Lynda Pasquire if the Radley Parish Plan Blog could be highlighted on the home page of the Radley Village website. Continual reference was made to it in the Radley News report. Members were asked to let Kayla and Fiona know if they had any further ideas for the blog.

9. Preparation of Report/Amendments to 1984 Report:

- Members considered the draft paper circulated by email (Garry Cook and David Buckle indicated that they had not received this). Several amendments were suggested and other members agreed to look at the draft and circulate any comments.
- It was appreciated that the draft was rather long and the final report which would include the Recommendations for Action would increase the length.
- The cover for the Parish Plan was discussed, and members were asked to come up with ideas.
- Members were advised to look on the web for other Parish Plans to see the variation in the way Plans were prepared and at the covers.
- Garry Cook indicated that he would be willing to prepare the information in a more modern way.

ACTION:

Members would:

- circulate their comments on the draft report to all members
- Look up on the web to see other Parish Plans
- Look for ideas for the cover of the Radley Parish Plan.

- 10. Any Other Business:** The role of the Steering Committee after the completion of the report was discussed. It was agreed that this needed to be raised with Anton Nath.

DISTRIBUTION LIST

Distribution/Collection By:	Streets	No. of units
Garry Cook	Norfolk Close Drysdale Close Thrupp Lane Whites Lane Foxborough 1-69 34-72 Gooseacre Badgers Copse	7 4 5 17 35 19 15 17 Total: 119
David Buckle	Stonhouse Crescent Foxborough Road 90-108	48 10 Total: 58
Inga Doherty	Turners Close Catharine Close Catharine Court Spinneys Close	10 7 10 16 Total: 43
Ian Yorston	Church Farm 'Braeside' Kennington Road Radley College	5 1 12 50 Total: 68
Eric Davies/Kayla Tomlinson BUT NEEDS TO BE RECONSIDERED AS ERIC/KAYLA ALREADY COMMITTED ON DATES REQUIRED	Foxborough Road: Station House/Bowyer Arms/Numbers 73-97 Church Road 5-53, 77-95, 14-22 New Road Ferry Close Little Howe Close	15 15 40 15 35 23 Total: 143
Bob Earl	St. James Terrace St. James Road Selwyn Crescent	8 43 41 Total: 92
Jenny Standen	Lower Radley (upper part) Shaw's Copse Lower Radley Park (mobile homes)	22 5 26 Total: 53
Fiona Wilkes	Lower Radley (around the pan)	40 Total: 40
Martha Young	Pebble Hill	Total: 102
NOT ALLOCATED:	Sugworth Lane Sugworth Crescent Woodlands (mobile homes) Bigwood (mobile homes) Lodge Hill Barton Lane Wick Hall	40 14 116 60 10 3 11