

Carlton Parish Plan Group

Minutes of the inaugural meeting held at Home Farm House, 7 Main St, Carlton at 2000hrs on Thursday 3rd March 2011

Present: S E Frazer, P Lockwood, J Moseley, C J Peat, C A Piggon, S G Tupling.
Apologies: R J Brockhurst, T P Sharp.

1. Introductions

The Group had been constituted by Carlton Parish Council on 12th January 2011 (Carlton PC Minutes p.1349/6 and Report 2011-03).

The members had volunteered at a public meeting held in Saint Andrews Church at 1930 hrs on Tuesday 15th February 2011.

Members of the Group introduced themselves and their interests.

2. Election of Chairman, Secretary and Treasurer

S Frazer **was elected** Chairman, S Tupling **was elected** Vice-chairman, C J Peat **was elected** Secretary and P Lockwood **was elected** Treasurer.

3. Parish of Carlton and issues for investigation

The Parish and its boundary were reviewed. In the parish there were about 125 dwellings, with 257 registered electors on roll on 1st December 2010 and probably about 50 young people less than 18 years old.

Other parish plans were discussed – many were available on-line. The issues facing small rural communities, and the concerns and aspirations of their residents were very similar.

It was agreed that the Carlton Parish Plan would focus on the next ten years and on practical issues of direct relevance to the Parish.

4. 2001 Parish Appraisal

Major issues still outstanding from the 2001 Parish Appraisal were

- (i) the acquisition of land for a playing field;
- (ii) creating a safer route between Carlton and Market Bosworth for pedestrians, cyclists and users of mobility buggies;
- (iii) making better use of the church building;
- (iv) providing affordable housing;
- (v) part-time employment opportunities, particularly for young people.

Since 2001, major repairs had been carried out on the church building, the recycling centre had been expanded and fortnightly doorstep collections inaugurated; a mobile youth club arranged; a welcome pack prepared for new residents; the Community First Responder Scheme and Community Defibrillator Group set up; local rights of way improved with stiles replaced by kissing gates; pavements, the Cemetery and Carlton Green improved; and more informal social events held. It had been difficult to promote better use of mobile shops, as parishioners were tending to use supermarket delivery services and specialist food retailers. Other proposed initiatives had depended on enthusiastic individuals, and had foundered when these people had left the area.

Some of the questions in the 2001 appraisal were now not relevant, while others had produced such a wide range of responses – for example about hobbies and interests – that they were not useful.

Recent changes in the parish were discussed. The garage and some dwellings with large gardens had been lost to redevelopment, and the pub was for sale. New private woodlands and amenity areas had been created. Nearby developments such as the golf course and marina at Market Bosworth and the extension of the Ashby Canal would impact on the parish.

5. Parish organisations and initial consultations

It was agreed that the Carlton Charity Lands, Carlton Defibrillator Group, Carlton Neighbourhood Watch Group, Friends of St Andrews Church Carlton, and Saint Andrews Parochial Church Council be notified that the parish plan questionnaire was being prepared and asked whether there were any specific questions they would like asked.

The Carlton Footpath Group, Heritage Warden, Keep Carlton Tidy Group, Neighbourhood Watch Co-ordinator, Tree Warden and Youth Champions would be notified through the Parish Council.

6. Financial report

Carlton Parish Council had allocated a total budget of £300 to the project, and had set up an earmarked fund with an initial allocation of £100 (Carlton PC Minutes p.1349 item 6). Copying the 2001 report and questionnaires had cost £30.24.

It was understood that the Borough Council might print the questionnaires free of charge, and that the Rural Community Council had a computer set-up which could read and score tick-box responses. The RCC might levy a charge for this service. **It was agreed** that the options and charges be investigated for the next meeting.

7. Programme and allocated tasks

It was agreed that

- (i) the 2011 Parish Plan survey would take the form of a printed questionnaire;
- (ii) the questionnaire would be compiled from scratch, and not based directly on the 2001 questionnaire;

- (iii) the timetable would be to prepare the questionnaire for delivery in September 2011, collection in October, analysis before Christmas and report publication early in 2012;
- (iv) members of the PPG would each be allocated a group of 15-20 dwellings to deliver questionnaires to and collect responses from;
- (v) the target response rate would be 80% or better;
- (vi) the analysis would take the form of a narrative analysis, with the raw data tabulated separately, as in the 2001 report;
- (vii) one printed copy of the final report would be delivered to every household surveyed.

The design of the questionnaire was discussed in outline. It was suggested that the first part might be completed by the head of the household and the rest by other household members. It was also suggested that businesses in the parish might be surveyed, but it was not easy to define a business in this context, and the consensus was that the person running the business would in any case be surveyed as an individual. It was agreed that young people must be involved, but discussion of ways and means was deferred to a future meeting.

The RCC had produced a list of core questions and **it was agreed** that this be copied to each member of the Group who would select the most suitable questions for consideration at the next meeting.

8. Date, time and place of the next meeting

It was agreed that the next meeting be held at Home Farm House, 7 Main Street on Thursday 31st March at 2000 hrs.

Signed _____

Date _____