

Note of First Meeting of Langstone Community Consultation Working Group

Date: 8 September 2015

Time: 6.00pm

Present: Cllr K Dew
Mrs L Duthie
Cllr Y Edwards
Cllr T Jeffery
Mrs J Litt
Mrs L Littler
Mr M McGow (NCC)
Mr E McKeand (LVH)
Cllr C Meredith
Cllr R Mogford (NCC)

Apologies for Absence: Mr R Wood (NCC)
Ms J Richards

1. The members of the group introduced themselves.
2. It was unanimously agreed that Cllr Dew be the Chairman of the Group, Mr E McKeand be treasurer and Cllr Edwards and Mrs L Duthie would share note taking duties. A quorum of 6 members plus Mr M McGow and / or Mr R Wood would be required for a decision making meeting to be viable.
Action – Cllr Edwards will take the notes for this meeting.
3. Cllr Dew introduced a paper outlining the remit and purpose of the Group, which is to design and implement a community consultation program to decide the allocation of s106 monies for the development of play and leisure facilities and a war memorial in Langstone. This is a task and finish piece of work and the role of the group will be complete when the facilities are in place and operational. The anticipated deadline for commissioning the construction and development work is 31st March, 2016, with the facilities being installed and completed by June, 2016.
Action – Cllr Dew will amend the Terms of Reference document as per agreed amendments / additions and circulate to the group.

Action – It was agreed that the young person from the community (Katie) involved to date with the play park consultation would be invited to join the group. Cllr Dew will make contact with her to thank her for her valuable work and commitment to date, explain how this piece of work has evolved and invite her to contribute into the work going forward.

4. Aided by NCC staff, Mr McGow and Mr Wood, all members of the Group are expected to actively contribute to the consultation process and each member will share and expedite actions agreed at meetings to achieve the group's purpose.

Consultation documents will be delivered to specific and relevant groups in the community for the three named programs: Maplewood Park, the war memorial and Centenary Field (Park End Playing Field). It was agreed that work on Maplewood and the memorial will be prioritised. Community consultation documentation on the enhancement and upgrading of equipment in the Centenary Field will be discussed at the next meeting. It is hoped that monies could be set aside for much needed upgrading of facilities at the Village Hall.

Action - The views of Maplewood residents on the enhancement of the 'toddler park' will be co-ordinated by Mrs Litt, who will work with Mrs Littler and Cllr Dew before the next meeting to establish the questions to be contained in the consultation.

Action – Cllr Dew will author an explanatory paragraph for all consultations and communications introducing this piece of work to the community, where it has come from and what the intentions are. This will be sent to Mr McGow for his comments, guidance and approval.

Action - Cllr Jeffrey will head the sub-group for the consultation document about the war memorial, which is hoped to be available by the next meeting.

5. The next meeting will be held on Monday, 28th September, 2015 at 6pm.