

## Forum: Steering Group

Agenda: Thursday 12 January 2017 at 7.30pm at Tesco Community Room

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1.	<b><u>Attendees</u></b> (inc. any apologies)	All	
2.	<b><u>Minutes of the last meeting</u></b> a) Matters arising & action points	All	
3.	<b><u>Chairman's Report</u></b> a) Overall aim & objectives	Richard	5 mins
4.	<b><u>Treasurer's Report</u></b> a) Review financial report layout & initial report	Graham	5 mins
5.	<b><u>SG Roles &amp; Responsibilities</u></b> a) Secretary role – split of tasks b) SG ways of working	Nicola	10 mins
6.	<b><u>Sub-group workshop</u></b> a) Form initial set of sub-groups & agree leaders/members b) Consider key responsibilities & initial tasks	Nicola	30 mins
7.	<b><u>AOB</u></b> a) Immediate priorities/next steps	All	10 mins
8.	<b><u>Date &amp; Venue of Next Meeting</u></b> Friday 10 <sup>th</sup> Feb at 7.30pm. Tesco Community Room	All	

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Future Topics already logged:

1. Aims & Objectives (to be considered for inclusion in constitution)  
These to cater for what we perceive as our concerns & how these might be dealt with
  - Schooling: are there sufficient primary and secondary school places
  - Shopping facilities
  - Increasing local employment opportunities
  - Access to medical facilities (doctors' surgery, dental practice)
  - Impact on the environment; preservation of existing environment assets
  - Leisure facilities; indoor & outdoor; all ages
  - Road system; increased traffic flow: public transport; bus routes and traffic congestion,
2. Publicising the existence/formation of the Forum
  - Produce a leaflet/flyer for delivery to all properties in the (agreed) Forum area
  - Leaflet/flyer to summarise progress to date
  - Attach copy of minutes/notes of the last meeting & this meeting (To include a list of the interim committee members)
  - On the rear to be a form for proposals for the Forum committee members. Question: should this be separate, with some info on those people who have put themselves forward as being prepared to be on the committee
  - Notice, giving a date, time, venue for the General Meeting to be held (this to include a formal Agenda)
3. Housing
  - Nos. of houses in the proposed development. Types of housing proposed
  - How do we determine the type and numbers of houses to be built and where these will be built?
  - Need for affordable/social housing to be included (Housing Association input?)
  - Adequate gardens
    - Impact on those properties immediately adjacent to the development & on the wider local neighbourhood
4. Environment within the development
  - Sufficient park/green space. How can green/park land areas be identified/preserved?
  - Ensure that wildlife, trees, woods (Hobgoblin Wood) are kept
  - Memorial gardens around war memorial etc. Ensure the heritage of the area is preserved on the Chetwynd site, the listed building, the memorials etc.
  - Allotment space
  - Environmental impact/protection & nature conservation
  - Flood protection in the sense of rain water run-off from solid ground development and suitable soft ground available to absorb it
  - Green energy - insulation, solar panels, rain water recycling
  - Community project development/youth projects e.g. clubs, scouts etc.
5. Construction / other issues:
  - Road/access issues etc. during construction & impact on local residents/traffic. Remember the tram works!
  - Do we have a balance of representatives covering the area to be considered? (We have no one who currently lives on the army base for example.)
  - How can we get funding for the forum?
  - There is a large area to be considered, how can we raise the profile so that we unite our neighbourhood to get maximum involvement?