

Draft – subject to confirmation
Wheathampstead Parish Council
Village Plan Committee
12 January 2009, 19.30h

Present	Councillors:	I Begg	Chairman
		A Brewster	
		N Clements	
		A Waterfield	
		J Burgess	attending
		J Bell	WEB
		R Brett	WEB
		D Johnston	WEB
		Julia Warren	Parish Clerk
		Press	0
		Public	0

13-09 APOLOGIES & SUBSTITUTIONS

Apologies were received and accepted from Councillor L Hobden and from Councillor A Waterfield for his late arrival.

14-09 QUESTIONS FROM THE PUBLIC

None.

15-09 SPECIFIC DECLARATIONS OF INTEREST

Councillor Begg declared a personal interest as a member of WEB (Wheathampstead for Enterprising Businesses) who until recently had run a business in the High Street.

16-09 MINUTES

The Minutes of the meeting held on 17 November 2008 were approved with the amendment that the future action should have read to *publish* a synopsis of the survey results on wheathampstead.net website.

Resolved: To confirm the amended Minutes of the meeting held on 17 November 2008 and for these to be signed by the Chairman.

17-09 QUALITATIVE ANALYSIS OF HANDWRITTEN RESPONSES

Members of the committee engaged in an affinity analysis of the qualitative responses to the survey question regarding residents'

priority one for change within the Village. This was facilitated by David Johnston from survey data input to an excel spreadsheet. The qualitative responses mirrored the results of the quantitative analysis, namely that the community's singular main priority was shops and business facilities with the second priority being traffic including speed and congestion.

Resolved: To include the qualitative responses together with quantitative analysis in the Village Plan.

18-09 BUDGET PROVISION

Members considered the budget spend in the year to date for 2008-9. A number of work and invoices remained outstanding and further clarification as to whether achievable prior to 31 March 2009 was necessary. Councillors agreed that the budget for 2009-10 should include work planned for 2008-9 which had overrun plus a provision to update the rolling plan, distribution etc.

Resolved:

- 1 To note the report.**
- 2 To delegate determination of budget provision to be taken to the Finance & General Purposes Committee to the Clerk plus Chairman & Vice-chairman.**

19-09 DATE OF NEXT MEETING

Members discussed the need to quickly analyse the detailed survey responses relating to shops and businesses. It was agreed that this would be best affected by a working group to include members of WEB.

Resolved:

- 1 To appoint a working group to conduct detailed analysis of survey responses for inclusion in the Village Plan.**
- 2 That the working group comprise Councillors I Begg, A Brewster and members of WEB.**
- 3 That the first meeting of the working group be on Wednesday 14 January at 20.00. As it is a working group meeting it would not be open to the public.**
- 4 That the next meeting of the Village Plan Committee be held on Monday 2 March at 19.30.**

The Chairman declared the meeting closed at 22.00h.

Dated this day of 2009

Chairman