



**Notes of meeting  
Wednesday 24<sup>th</sup> October 2018  
6.30 pm at Shepshed Town Council Offices**

Present: Andy Marston, (chair), Cllr Joan Tassell, Cllr Christine Radford(CC), Cllr Robert Ewing, Peter Grainger, Roger Haycock, John Hardwick, Philip Hutchinson, Cllr Claire Poole, John Savage, Cllr Glenys Timson, Brenda Snape (Clerk, STC), David Hankin, (CBC).

Minutes recorded by Anne Collier, Secretary

Agenda Item	Comments	Decision/Action
1) Apologies	Cllr Eric Vardy (CBC), Cllr Myriam Roberts, Daniel Cook, Pauline Haycock, John Walker, Bill Bebbington, Cllr Jane Lennie, Derek Henderson, Tim Hicks.	Accepted
2) Minutes of AGM 27.09.17	<ul style="list-style-type: none"> <li>• These were proposed as a true record by John Hardwick, Seconded by Joan Tassell.</li> </ul>	Agreed
3) Matters arising	<ul style="list-style-type: none"> <li>• None</li> </ul>	
4) Treasurer's Report	<ul style="list-style-type: none"> <li>• Joan presented the Summary Accounts showing a balance of £550.30.</li> <li>• <b>Does the account earn interest?</b> No but there are no charges as long as the account is in credit.</li> <li>• Christine Radford proposed the approval of the report, Seconded by Philip Hutchinson.</li> </ul>	Agreed
5) Chairperson's Report	<ul style="list-style-type: none"> <li>• Andy reported on a busy year with lots of activity for the Task and Finish groups.</li> <li>• The grant was confirmed from CBC to support the work on regeneration of the Town Centre.</li> <li>• The One Way T&amp;F group has undertaken a soft consultation and met County Council officers to take advice on next steps.</li> <li>• The CCTV T&amp;F group has a costed plan and is working with ADT and the Co-op. It is hopeful of completion by the New Year.</li> <li>• The Constitution T&amp;F group has reviewed the document and made recommendations to the Executive.</li> <li>• The Public Realm T&amp;F group have transformed thoughts and a wish list into plans. Work with ID Verde and CBC will begin in the Spring.</li> </ul>	.

	<ul style="list-style-type: none"> <li>• Work has begun on a Town Team Website with a grant from CBC and plans for an outward facing site which will provide residents and businesses with access to information and links to Shepshed business's websites.</li> <li>• It has required members to reflect on the needs of business and members' capacity to carry out the work of the T&amp;F groups.</li> <li>• The greatest challenge going forward will be attracting match funding and applying for grants from local, Borough, County and National organisations.</li> </ul>	
6) Secretary's Report	<ul style="list-style-type: none"> <li>• The T&amp;Fgroups have worked well and allowed small numbers to understand the issues and prioritise the work to get some quick wins, plan for the longer term and dismiss the unachievable.</li> <li>• When the Website is ready for launch we will hold an awareness raising event for the public and businesses.</li> <li>• We need to build on the success of the Carnival and the Christmas Market by operating events every quarter to attract residents into town.</li> <li>• We also need to involve more businesses in the work of the Town Team and link our events to existing events run by the Lions, Rotary, the Volunteer Centre and the Community Bus. Our Website will help in this.</li> <li>• The Secretary thanked all those who had taken part in the T&amp;F groups.</li> <li>• John Hardwick proposed the approval of the reports, Seconded by Glenys Timson.</li> </ul>	Agreed
7) Constitution	<ul style="list-style-type: none"> <li>• David explained that the T&amp;F group had reviewed the Constitution and made several recommendations to the Executive.</li> <li>• The version circulated for this meeting incorporated the recommendations accepted by the Executive to be discussed by the membership tonight.</li> <li>• Philip Hutchinson proposed the acceptance of the Constitution, Seconded by John Hardwick.</li> </ul>	Agreed
8) Elections to the Executive	<ul style="list-style-type: none"> <li>• There was a suggestion that the public be invite to the next AGM. The Secretary pointed out that there is about 90 contacts on the email list for these meetings.</li> <li>• The Secretary will issue a list of those on the executive without contact details. Any contact will be via the Secretary.</li> </ul>	
9)Election of Honorary Officers	<ul style="list-style-type: none"> <li>• Andy confirmed his willingness to continue. He was proposed as chair by Anne, seconded by Philip.</li> <li>• Anne confirmed her willingness to continue. She was proposed as secretary by John H, seconded by Glenys T.</li> <li>• Joan confirmed her willingness to continue. She was proposed as Treasurer by Anne, seconded by John Savage.</li> <li>• Bill had confirmed his willingness to continue. He was proposed as Vice Chair by John Hardwick, seconded by John Savage.</li> </ul>	Carried Carried Carried Carried
10) Reports from T&F groups	<ul style="list-style-type: none"> <li>• <u>Public Realm</u>. Sarah Ritchie at CBC will meet ID Verde to translate the plans for the Hallcroft and the suggestions for the Lacey Court area. The Residents of Lacey Court will need to be involved in any consultation. Both areas will get practical suggestions with costs. Christine was pleased the work is</li> </ul>	

	<p>moving forward. <b>Is the combination of Borough Councillor funds allowed to contribute?</b> David H agreed to consult CBC to discover if that is possible and also if the Town Team is eligible to join the Charnwood Lottery.</p> <ul style="list-style-type: none"> <li>• <u>CCTV.</u> The BT line in the Bull Ring has been shelved as the phone box is not owned by BT. The Co-op showed no enthusiasm to house a Heitel box for the broadband or share their broadband, however things seem more hopeful now. <b>Is there a timeline for completion?</b> Originally the full installation was to be complete by Christmas. We are awaiting final confirmation from the Co-op and ADT.</li> <li>• <u>One Way System.</u> There has been two meetings. This is more complicated than it seems. A public consultation must be held which may be done via the new STT Website. A communications plan and a leaflet for the public will be ready for the New Year.</li> <li>• <u>Website.</u> We need to clarify the Domain name and get a dedicated email for the Town Team. As a part of the service there will be training for the Chair and the Secretary.</li> </ul>	DH  DH
Membership	<ul style="list-style-type: none"> <li>• <b>Will the One Way System consultation be open to all residents?</b> Leaflets will be sent to all those directly affected. There will also be access via the STT Website and a day long exhibition.</li> <li>• Buses, schools and Churches will be involved.</li> <li>• <b>Has there been any progress with the Market?</b> So far it has been difficult to move forward. It is difficult to attract new stalls when so few people use the market. We need to let the residents know that the market is there on a Friday and that there is a range of businesses in the town. This could be another priority for the website.</li> </ul>	
Dates of the next meetings	<ul style="list-style-type: none"> <li>• The next open meeting will be in April 2019</li> <li>• The next Executive meeting on Wednesday 23<sup>rd</sup> January 2019.</li> </ul>	
	<ul style="list-style-type: none"> <li>•</li> </ul>	