

# MINUTES 2

Wednesday 21<sup>st</sup> June 2016  
Charing Parish Hall

1.	<p><b>Apologies:</b> <b>In attendance :</b> Cllrs H Billot; J Leyland ; C Prinn &amp; the clerk</p>
2.	<p>Meeting with village SOS: Kathy Budgen attended from Village SOS. Ideas brought up were a scale model for the school children of Yr5-6 on what they want in the village .Working out ways to engage and have fun on the plan. Food and fun visual things have more impact. At the workshops using flip charts, post it notes, involve groups of all ages. Hold information sessions against/ gain for the community, state priorities as a base. Do not ignore work that has previously been done i.e. parish plan / design statement. Two tiers of volunteers would be required one for the steering group and one for delivering questionnaires. Publicity through twitter, FB, Instagram, Sandwich boards with a countdown on. Spend money on an attraction to draw people out eg farmers market, Christmas lights. Consultant to do intro of the pros and cons aim to do the questionnaire in the Autumn with the aim to get to residents by the end of the year/ spring. Aim to get the steering group together in the next three months with workshops starting in September. Village SOS can pay for access to data for the village. A grant of £1200 can also be applied for. Kathy will apply for us. The money can be used for workshops, first public meeting, It was agreed to change the name of the plan to Charing in the Year 2032.</p>
3.	<p><b>Administrator:</b> The wage salary was agreed to amend to £9 per hour The contract will be with a start date of Sept 2016 at the latest, 1 months' notice to be given either way. The clerk will arrange a poster advertising the position and place on the website, in the noticeboards and in shop windows. The closing date will be 1<sup>st</sup> July 2016. Skills required are word-excel, organisational skills, ability to use website.</p>
3.	<p><b>Planning Consultant:</b> Jim Boot will be asked if he can attend the next meeting with the intention of employing him as our planning consultant.</p>
4.	<p><b>Councillor/Officer views:</b> we have received 5 questionnaires back.</p>
5.	<p><b>Next Actions:</b> Ask Simon Cole for a copy of the local plan for Charing Heath. Arrange the next meeting for mid July.</p>