

**MINUTES OF WINCLE PARISH PLAN WORKING GROUP MEETING**  
**HELD ON 26<sup>th</sup> OCTOBER 2004**  
**AT THE SHIP INN**

**Present:** Paul Woodcock  
Rev Verena Breed  
Peter Malkin  
Jenny Marsh  
Ed Stubbs

Elsa Goodwin  
Giles Meadows  
Emma Heald  
John Weston

**Apologies:** Sandy Blythe  
Johnny Morris

**Introduction**

Paul Woodcock (PW) welcomed everyone and thanked them for participating in the initial meeting of the Parish Plan Working Group.

**What is a Parish Plan**

PW outlined the background and purpose of a Parish Plan and why the Parish Meeting supported the idea.

**Background** - At one time the community viewpoint was of little interest to national planners - the strategic view, the big picture was all that mattered. However, over the last few years that has changed. Service providers, policy makers and central and local government are subject to much more public scrutiny and consultation. Therefore a government sponsored initiative has been set up where Parish Plans are a key element in ensuring responsiveness to rural community needs and giving local power for country towns and villages. It's not compulsory, but both PW and John Weston (JW) felt that as current Chair and Clerk of the Parish Meeting, that they, and subsequent incumbents in those posts, would benefit from knowing what was important to the members of this community.

**Purpose** - The Parish Plan will provide a framework to help the people of Wincle define and promote their collective vision(s) for the future of the Parish and ensure outside agencies such as service providers, policy makers, peak park and central and local government are aware of these views and act accordingly.

**Constitution and Membership of Working Group**

PW presented the draft constitution. This was reviewed and agreed. PW proposed that JW would act as Treasurer for the Wincle Parish Plan Fund. Seconded by Jenny Marsh.

It was agreed that the current membership of the group gave a fair representation of the community, but that it also needed someone to put forward ideas from a younger generation. PW stated that he had tried to encourage an under-18 to join the group, but with no success. With so many of the younger people at college or working away, it was decided to ask one of the young farmers in the Parish, Richard Goodwin, to join the Working Group. It was also agreed that the School Headmistress, Sheila Loughlin should be contacted to ask if she, or one of her teachers, would also be part of the Working Group.

**Action: PW to contact RG**

**Action: JM to contact SL**

### **What is involved**

The Wincle Parish Plan will be compiled from the views of the parishioners of Wincle. These will initially be gathered by a comprehensive survey(s) compiled and distributed by this working group throughout the Parish. With such a small community, 152 residents and 65 properties shown on the electoral register it was agreed that a very high return would be needed to ensure that the villages view was fully representative. PW gave the example that at a recent presentation of the progress on the Bollington Parish Plan, only 300 from the 3000 residents (i.e 10%) returned their surveys. JW stated that somewhere in the region of 80% would be needed in Wincle to make the results meaningful. To that end it was agreed that great effort would be needed from the working group to ensure that everyone knew about the importance of the survey and if necessary be prepared to undertake personal delivery and collection from households.

### **Funding**

JW confirmed that after submitting a grant application to the Countryside Agency in October 2003 he had finally received confirmation in September 2004 that Wincle had been awarded £3,974 to develop and publish its Parish Plan. This is 50% of the budget submitted with the grant application. The majority of the remainder should come from the Parish in the form of 'work in kind' - i.e. all voluntary work done by the Working Group or anyone from the Parish (including all time spent attending meetings etc) can be translated into a monetary value of £6.25 per hour (from CA guidelines of £50 per day). However, one of the CA's conditions was that 5% of the funding should come from the village. As the Parish Meeting does not have such monies JW has obtained additional funding of £130 each from Peak Park, MBC and CCC leaving the Parish to pay only £8.

**Action: PW to supply timesheets to WG members**

JW has set up a separate bank account and CA has made an 'up-front' payment of £1987 which along with the £398 additional monies gives a working total of £2385. Once this money has been used JW can then apply to CA for the additional funding to be released to cover further on-going costs.

### **Communications within the Parish**

JW highlighted that one of the items included in the budget at the suggestion of the Cheshire Community Council is the cost of setting up a local website. Initially it was thought that it would be possible to do this using expertise within the village. However, because this will be an on-going project with long term implications it was decided that it needed a professional approach. To this end an IT consultant web designer has been approached to design a web site to promote the village and provide an area where details of Parish matters, such as the Plan, can be updated regularly by members of the Working Group or Parish Meeting. PW commented that the Parish Plan details on the Bollington web site were very comprehensive (see [www.happy-valley.org.uk](http://www.happy-valley.org.uk)). As part of the communication of the Plan within the community Elsa agreed to give a brief review of the plan and working group at the next possible meeting of Wincle WI.

**Action - Elsa to raise at WI.**

### **Stages, milestones and timings**

It was agreed that the initial questionnaire needed to be formulated by Xmas. This would then be given to a few sample households for comments and final adjustment, before

distributing the questionnaire to all residents at the beginning of the second week in January 2005. It will then be collected at the end of the month and the results collated and reviewed during February. Depending on the outcome this would allow for a second questionnaire or other research method to be carried out within the community and analysed during March/April. The subsequent results would then allow for a draft plan to be prepared in May. This then allows for the draft to be shared with the Parish for comment before being completed and the final plan ratified at the Parish Meeting AGM in July for publication in August 2005.

### **First steps and individual actions**

PW reviewed the need for the Working Group to produce a questionnaire that would be specific to the Wincle Parish residents. After discussion the main headings for the initial questionnaire were agreed. They are:

- Employment
- Planning
- Environment
- Highways and roads
- Access and parking
- Housing
- Education
- Community and social matters
- Leisure
- Tourism
- Facilities, including shops, pubs
- Public services/ utilities
- Crime
- Emergency services

(Subsequent to the meeting Emma and Giles have requested an additional category of - History of Wincle - they suggest that the fabric of Wincle has changed so dramatically over the last 50 years that we could be in danger of losing a lot of the human knowledge on the area forever.)

PW agreed to look through the example questions he has received and sort out those most relevant to use as a basis for review and compile an initial draft questionnaire at the next meeting

**Action: PW to list sample questions for review**

### **AOB**

Request for clarification of Wincle Parish boundaries.

**Action- JW to bring parish map to next meeting.**

### **Frequency of meeting and date of next**

It was agreed that initially the Working Group would meet every two weeks, but this would be reviewed as work progressed.

The date of the next meeting is **8:00pm Wednesday 10 November at The Ship Inn**