

**Draft**  
**MINUTES OF WINCLE PARISH PLAN WORKING GROUP MEETING**  
**HELD ON 29<sup>th</sup> JUNE 2005**  
**AT THE SHIP INN**

**Present:** Paul Woodcock John Weston  
Sandy Blythe Richard Goodwin  
Emma Heald

**Apologies:** Elsa Goodwin Rev Verena Breed  
Johnny Morris Giles Meadows  
Peter Malkin Ed Stubbs  
Jenny Marsh

**Minutes of the previous meeting**

The minutes were unanimously agreed to be a fair and accurate record of the last meeting.

**Actions from previous minutes**

1. Everyone to ensure that they were filling in their timesheets and to hand in any that had been completed - **Ongoing**.
2. JW to review and purchase scanner. It was agreed that the scanner was longer required- Completed. **Closed**.
3. SB/EM to review the collection and recording of Wincle village history. PW explained that this would be included in the Parish Plan, therefore it was agreed that this action should be transferred to there Link - Completed. **Closed**.
4. PW/JW to construct draft framework for the Plan Link - Completed. **Closed**.
5. PW/JW to contact John Cooke and Cllr Hilda Gaddum regarding getting advice and examples of similar Parish Plans - Completed. **Closed**.
6. JW to send cheque to Alan Weeks as a donation to The Link for their help in publishing progress and rollout of the Questionnaire - Completed. **Closed**.
7. JW to arrange for results to be published on the Wincle website - Completed. **Closed**.
8. JW/ES to pass on comments to both the postman and Doug Chadwick of how valued the postal service and neighbourhood watch were thought of in the community - Completed. **Closed**.

**Review of Plan**

- It was agreed that the foreword to the Plan with sections describing "What is a Parish Plan" through to "The Parish Plan Process" was a good introduction and that it didn't require any changes.
- It was agreed that the proposed tabular summary of results, actions etc should be included after the foreword.
- The results, comments and actions were then reviewed in detail and some amendments were made to the actions, but it was agreed that the summaries and comments/suggestions should remain unaltered.

# Draft

## Next Stages

- PW agreed to update the Plan with the agreed amendments and to construct the tabular summary.  
**Action: PW to update Plan.**
- PW to send a copy of the updated Plan to Louise Hare, Cheshire Community Council, for further review and comment.  
**Action: PW to send draft Plan to LH.**
- Once CCC has reviewed the Plan, PW to forward any suggestions/amendments to the Working Group for comment.  
**Action: PW to circulate to WG.**
- The revised Plan to be then given to Kay Valentine to be redesigned and/or reformatted into the 'Wincle' template.  
**Action: JW to contact KV.**
- Wincle Parish AGM to be arranged to review and approve Plan.  
**Action: JW to arrange AGM.**

## AOB

PW presented John Weston's invoice for software costs incurred in the setup and maintenance of the Wincle Website. This was approved.

**Action: JW pay invoice.**

## Next Meeting

It was agreed that there was no need for any further meetings to review the Plan before it was presented to Wincle Parish at the next AGM in August.