



Villages Together in Puriton and Woolavington

Date: Wednesday 9th October 2019

Venue: 37 Club, Puriton

Attendance: Vanda Crow (chair, PVM), Peter Beer (WVM), Sue Gould (PVM), Sophie Cowdell (BLR), Simon Bale (CPL) Alan Sharp (vice-chair, WVM), Julie Cooper (Sedgemoor Council, V), Cyan Matthews (Homes in Sedgemoor, V), Lee Martin-Scull (Shal, LTO), Kim Heathcote (Puriton, NVM), Julie Coleman (PVM), John Lunn (PVM)

Also present for presentation: Simon Langley and Ian Henderson, Puriton Pump Track.

Apologies: Lynda Norton (received by text during meeting, WMV), LN, Alan Scott (Puriton NVM), ASc.

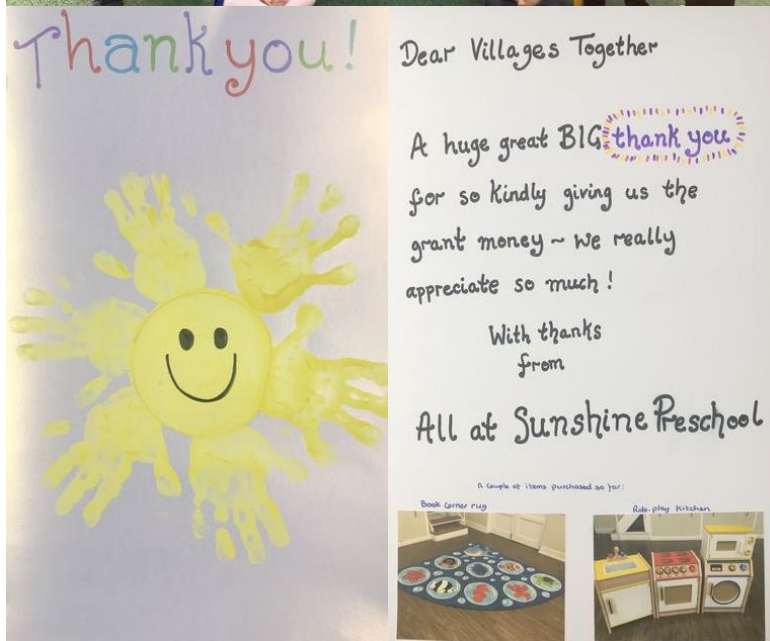
WVM – Woolavington voting member, PVM – Puriton voting member, V – Visitor, NVM– Non-voting member, CPL – Community project lead, BLR – Big local Rep, CH – Chair, VCH – Vice chair

1 Introductions and apologies for absence, declarations of interest

The meeting wished to send Jo Harries, our note taker, our best wishes and thoughts who could not be present this evening.

2 Funding Applications and discussions

Applicant	Discussion	Decision(s)
Sunshine Preschool	<p>Thank you to SG and JL who on Friday 4th October represented the VTP at a cheque presentation for their recently approved application. The monthly payments are now organized.</p> <p>This is from the recent local news: “The preschool will be using the funding to buy new equipment and resources which will help extend the children’s knowledge, to give them more experiences and to have a more enriching environment. It will also be used to hold event to reach out into the wider community.”</p>	



Puriton Village Hall

The promissory note has been sent to the PVH committee confirming the decision of the VTP to match-fund the maintenance requirements for the hall (£4,050)

Woolavington Church Bells

A resubmitted proposal for funding was discussed. The previous proposal was felt in need of more explicit commitments to ensuring the maintained bells would be a resource for the broader community of Woolavington and Puriton. SB has met with the applicant and worked with them to include the necessary details. On this basis, the VTP agreed to fund the work with two conditions:

1. That the Bell Ringers work with SB to improve their outreach and to benefit from increased membership, e.g. through already known organisations such as youth groups to the activities of the ringers, help with open days and encourage training and other ideas.

SB to confirm the approval of the fund.

SB to set up means to work with the ringers to improve outreach

AS to ensure the WPC are able to deal

	<p>2. That the funding be made available via the Woolavington Parish Council (WPC). This will enable the VAT to be reclaimed. AS (as chair of WPC) agreed that this was a path worth following.</p>	<p>with the VAT issue</p>
<p>Puriton Bus Shelter</p>	<p>Simon Langley, as chair of the Puriton Parish Council (PPC) explained the plans for the erection of a bus shelter at the bus stop on Hall Road, Puriton. This was a preliminary presentation. A full application is being prepared.</p> <p>The shelter itself will likely cost around £6,000. The PPC have already approved its erection. The need is self-evident as it will provide much needed shelter for all people using public transport out of the village. It will also be an opportunity to link in the "Hello..." Project. Current plans are to design the shelter using the "Hello..." colours and to provide a 'stop and chat' bench together with a village notice board.</p>	<p>PPC to provide a full proposal by 6th November for consideration by the next VTP meeting on 14th November</p> <p>SB to work with PPC to help design with Hello... in mind</p> <p>SB to contact EDF to ensure that bench they will fund can be used in this way.</p>
<p>Puriton Pump Track</p>	<p>Ian Henderson gave a through and informative explanation of the nature and value of the pump track (his statement is provided at the end of these minutes).</p> <p>This was a preliminary presentation to explain and inform. A full application will be submitted for the next meeting. Issues and questions raised included:</p> <ul style="list-style-type: none"> • Are young people involved in this initiative, and are the planning group sure they will use it? IH and SL said that this was very popular. The track in North Petherton is very well used, and local younger people are excited at having one in the village. The site will be lockable after hours so there will not be any late-night problems. The plans include provision for CCTV to assist with surveillance and security for users. It is intended for all ages and can be further developed if it is felt necessary in due course. The site is very suitable and can be a means to bring people together. • What are the legal implications for ownership etc.? (JL) There two conflicting reports from two solicitors on the basis of a single document, so this is somewhat confusing. Resolving the disagreement is in hand, however. Land ownership is complex. The fields are the property of the parish and are overseen by The Puriton Playing Fields Charity (Ch No. 296549). The Parish Council will oversee the 	<p>SB to liaise with SL and IH and the Puriton Playing Fields Charity</p>

	<p>process, working closely with the charity. Permission for a skate park was given but held back because of uncertainty about how the Gravity site might develop. The Parish Council have agreed to cover costs in the short term, but they will need to be recovered through grants such as Villages Together. Viridor have also been approached.</p> <ul style="list-style-type: none"> • Covering legal costs is a very difficult thing to achieve and so VT involvement would be very helpful. Cheddar experience was that parish councils can be very helpful fall back. • It is proving difficult to getting three quotes—seems people aren't interested in replying. • There are already good relationships with the local 'troublesome' kids which will be nurtured through the whole development. There will also be opportunities for others to be considered as well as younger people (SC). (e.g. over 55s groups enjoying the benefits of a skate park). • It will be helpful in discussing the bid to have a Development plan (AS). This would show what is intended and by when • How much (KH)? £85k. This hopefully includes current unknowns as an estimate. • Involving the Youth Worker would be helpful/productive? (SC) <p>The consensus of the meeting was that the idea was very much worth proceeding with from a VT point of view, and that SB should work alongside SL/IH et al. to bring a full proposal to the November meeting.</p>	
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3 Minutes from previous meeting for accuracy and matters arising

Item	Discussion	Action(s)
General	JL wished to thank JH for the quality of her minutes: comprehensive and accurate.	SB to pass on thanks
Local Entrepreneurs	VC has been approached by local resident regarding VT developing links with local entrepreneurs.	VC to meet.
Commemorative Plaques	Cheapest 'general' plaque would cost upwards of £30-£50 and would be difficult to include longer words. Better option might be to engage local wooden sign makers. This would probably be more flexible and would also provide business locally which is always a good message	VC and SB to progress
Chinese School	This has not moved forward. VC suggests a simple letter to the school on behalf of the VT explaining what and who we are	SB to draft letter.

	and how they might like to become involved. And then leave it at that.	
Woolavington Community Orchard	SB to progress this with AS, initially to identify the potential for land. Options might include the Bitham Hall garden. Speak to Angi Lewis	SB and AS to liaise
Social Media	This will be moved from next month to December as there is a more pressing issue to discuss concerning a potential welfare fund.	SB to add to agenda for December meeting
YMCA	Clare Langley not yet spoken to. Needs to be progressed for next meeting	SB to contact
Good Neighbour Scheme	Community Council for Somerset to be invited to celebration event in February as one of the opportunities to be shared amongst the VT neighbourhoods	SB to contact CCS

4 Project Lead Report

SB's report was distributed before the meeting and was the basis for discussion. SB especially interested in looking at how to improve the leadership skills and intentions of VTP members and also (more importantly) the leadership skills of all people involved in all that we support. This could be a focus for some tailored training.

JL asked that the project lead report be more detailed if possible, so that support and direction can be clarified, and that the CPL's work is continues to be accountable to the partnership as a whole. SB will provide detailed breakdown of meetings, people, purposes and next steps.

PB expressed concerns that SB was not sufficiently visible in the upper parts of Woolavington. It was felt that this was not entirely the role of the CPL, but that SB would ensure he is available for people whenever they require his input. In particular, it was made clear that CPL's workplan needs to be guided by the desires of the VTP as a whole, and that all members of the partnership are able to represent the work we all do, not just SB.

5 Finance update

LMS tabled spreadsheet summaries of the current status of the VT accounts. These are included as Appendix 2. It was agreed that summary reports would be provided each month with a fuller quarterly summary every three. The budget and a costed plan will be prepared for the end of the year.

6 Big Local report

SC shared some important and timely issues:

Village/Neighbourhood Plan: AS confirmed that Woolavington Parish Council are not developing a neighbourhood plan. They are aware through other means as to local need and provision.	
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<p>The Partnership review meeting is planned for 24th October. This is the time to look back at how the VTP has developed over the year, and also to consider how things will continue to build during 2020. Issues of membership, roles and so on are vital to discuss. It is good, for instance, that KH and ASc are keen to join as voting members, but there are still some vacancies for Woolavington.</p>	<p>Please confirm attendance: 24th October, 7pm, 37 Club. There will be 'light refreshments'</p>
<p>A brief to appoint a consultant to assist in looking at the community facilities (spaces as well as buildings) has been sent out and there are currently five expressions of interest. The appointment will be overseen by Shal since this gives us all a distance from the process. A follow up to the August meeting will be arranged for the end of November to gauge progress and next steps.</p>	
<p>The pre-Christmas celebration planned for 3rd December will now be moved to February 2020 since this gives people more chance of attending. The event will be to celebrate and recognise the work being done through VT, and since many of these groups will be very busy during December, it makes no sense to add to their activities. There was some discussion about how to get people to the event, using local community transport.</p>	<p>SB to plan the event</p>
<p>There is a south west gathering of Big Local representatives on Saturday 16th November in Exeter.</p>	<p>Please let SB know if you are interested in attending.</p>

7 Discussion Topic

The Leadership discussion formed part of SB's feedback, and due to time limitations was not developed in any detail.

8 Evaluation

All felt to be a good meeting. Plenty of energy and lots to be reflected upon.

<p>JL asked if the application process could involve a 'ready completed' form, using 'exemplar' details from a fictional organization, to illustrate what might be needed from applicants. SB will set this up. Also, better guidance on what is essential to include, what is desirable, and how to demonstrate creativity and innovation.</p>	<p>SB to design exemplar form</p>
<p>VC mentioned the possibility of doing some work about road and driving safety (e.g. with regard to mobility scooters). We have a contact with a local Somerset charity, funded through the Avon and Somerset constabulary, who could deliver this for us, and who provide a leaflet that we could perhaps choose to 'badge' as produced by Villages Together.</p>	<p>SB and VC to progress</p>

9 Next Meeting

Thursday 14th November, Woolavington Village Hall, 7pm

Appendix 1: Puriton Pump Track

Puriton pump track was established following some of our young people digging holes in the local village park, their idea was to create a ramp to ride their bikes over. There was a lot of condemnation for their actions but some more outwardly thinking individuals asked them what they were trying to create and complimented their ingenuity, their reply was "its pump track ramp". Not something we were very aware of at the time but doing some homework and talking to the young people we soon realised their knowledge was superior to ours. They pointed us to North Petherton where a pump track had been recently installed. Having looked on the internet for pump tracks we could see that this could be an amazing facility for the local area.

The Puriton pump track and skate park group was born. The problems down the park led to the formation of our current group, we are represented by members of the parish council, Puriton playing fields, local young people and some parents. The working group consists of a chairman, secretary and treasurer but all funding and applications for funding are directed through the parish council and our parish clerk. All costs and associated on going costs will also be over seen through the parish council via the working group of which the Parish Council is the official representative and the parish council fully support the project.

The Playing fields committee were approached to see if we could use some of the rough land between the two fields at the sports centre, currently unused also previously suggested for a skate park, to create a track in amongst the trees, and offers a challenging track of varying contours to add to the excitement of riding it. We believe the track will not only increase visitors to the sports centre but offers the young people of the parish the opportunity to be involved in a civil development they can be proud of for years to come. This exciting facility also encourages good health and wellbeing together with a commitment of responsibility to our young people. The project team has already met several times and we use social media to communicate with our young people and those interested in the pump track. We are getting quotations together for the work which we are hoping to complete by spring next year, we currently have one quotation, and we have approached several other companies who have failed to respond or refuse to quote. The scope of this project has far reaching assets, not only does it create a facility the community can enjoy for many years to come, it allows for families to enjoy the lovely surroundings the sport centre has to offer, a place for our young and old to meet and have some good healthy fun, it adds a facility that neither Woolavington or Puriton currently have.

Discussions are currently going ahead with Puriton playing fields to get through the legal obligations associated with charity commission rules and land letting. The parish council is the custodian of the deed for the land, but playing fields, a charity holds the responsibility for it, and they take care of the assets, these includes the park by the village hall and the sports centre itself. The reason for our introduction and consequently our application to villages together is to fund some of the project and we are also applying for similar sums from other sources. Playing fields have stated that the pump track has to be looked after by the parish council and a legal agreement will need to be signed as the playing fields cannot fund the project, its maintenance or its possible ground reinstatement should the track become unused, or beyond economical repair. This will involve site survey, establishing a value for the land and having a legally abiding agreement with the Parish council. We have already applied for a Viridor grant but this cannot move forward until such an agreement is in place with Playing fields. The Parish council have agreed to oversee the project. We are applying for a grant to ensure that the project can firstly be constructed with VT's funding and that we also have a legacy substantial enough to ensure the project is sustainable for future generations, taking care of the surface and perhaps allowing for future development and enhancement. We want this to be a place family want to go and enjoy for generations to come. We also believe that the facility will offer the sports centre a new string to its bow to enhance the already growing expansion and redevelopment of the premises offering a greater demand for the enjoyment of all who use it. We intend to employ a youth worker to assist in the

engagement of our young people who were the instigators of the pump track project and who can learn a great deal by helping with its creation. Recently a young man was tragically killed in an accident in Spain where his friend also lost his life, the parents of Dan and Jayden have asked that the pump track be named after them and we can't think of a more fitting memorial in their honour. We hope that VT can help to make this happen.

In summary, we are looking to provide a new facility that both communities can enjoy, is maintainable and sustainable, empower and engage with our youth to get involved in its construction and learn the elements involved in such a project that could help them in the future. Our communities can benefit from its creation to encourage health and wellbeing and create a place that old and young alike can enjoy. We believe villages together can help us with this project and look forward to making our application.

Pump track working group
October 2019

Appendix 2: Financial Papers

Villages Together - Financial Position

Year - December 2018 to November 2019

New Funding	(Balance available to drawdown Yr1)	127,300.50	87,874.50	
Raffles			721.56	
Opening Bank Balance			88,596.06	
Donations received			250.00	
Big Local funding received in August 19			115,300.50	
Q1 Spend	Dec 18-Feb19		(2,291.01)	-
Q2 Spend	Mar19-May19		(27,091.09)	-
Q3 Spend	Jun19-Aug19		(49,057.98)	-
Q4 Spend	Sep19-Nov19		(4,169.77)	-
Bank Balance as at	30.09.2019		121,536.71	
Committed Funds			50,855.38	
Surplus/(Shortfall) of Cash			70,681.33	

Plan	Year 1	Year 2	Total
Community Grants	20,000	25,000	45,000
Tackling Lonliness	20,000	80,000	100,000
Transport	15,000	35,000	50,000
Support for Young People	32,000	70,000	102,000
Community Facilities	50,000	250,000	300,000
Core Costs	35,000	36,000	71,000
Communication and Engagement	25,000	25,000	50,000
Emerging Projects	8,500	14,000	22,500
Support Grant Admin & p/ship Cost	9,675	27,350	37,025
Total	215,175	562,350	777,525

Note: Adjustment to Emerging projects year 1. Now £8,500, was £12,500 in error in the Plan as Emerging Projects total funding is £22,500 over the two years

	Q1	Q2	Q3	Q4	Year 1 £20,000	Y2 £25,000
Community Grants						
Grants	13,000.00	2,000.00	2,700.00	2,000.00	19,700.00	24,500
Advertising		100.00	100.00		200.00	200
Plaques	50.00	50.00			100.00	300
Spend to Date	(1,000.00)	(6,466.97)	(2,552.10)		(10,019.07)	
Balance	12,050.00	(4,316.97)	247.90	2,000.00	9,980.93	25,000

	Q1	Q2	Q3	Q4	Year 1 £20,000	Y2 £80,000
Tackling Lonliness						
Research & Visits	250.00	-	-	-	250.00	250
Consultation		1,000.00	-	-	1,000.00	2,000
Test Projects/Projects	-	-	10,000.00	8,500.00	18,500.00	76,750
Review				250.00	250.00	1,000
Spend to Date			(4,758.00)	(3,060.00)	(7,818.00)	
Balance	250.00	1,000.00	5,242.00	5,690.00	12,182.00	80,000

	Q1	Q2	Q3	Q4	Year 1 £15,000	Y2 £35,000
Transport						
Research	-	250.00	-	-	250.00	250
Test Projects/Projects	1,000.00	2,000.00	6,000.00	5,750.00	14,750.00	34,750
Spend to Date						
Balance	1,000.00	2,250.00	6,000.00	5,750.00	15,000.00	35,000

	Q1	Q2	Q3	Q4	Year 1 £32,000	Y2 £70,000
Support Young People						
Dec 18-Feb19						
Test Projects/Projects	-	10,000.00	11,000.00	11,000.00	32,000.00	60,000
Poss Delegated Budget	-	-	-	-	-	10,000
Spend to Date			(28,983.19)	(893.56)	(29,876.75)	
Balance	-	10,000.00	(17,983.19)	10,106.44	2,123.25	70,000

	Q1	Q2	Q3	Q4	Year 1 £50,000	Y2 £250,000
Community Facilities						
Dec 18-Feb19						
Audit & Advertising	10,000.00	500.00			10,500.00	500
Small Works		13,000.00	13,500.00	13,000.00	39,500.00	20,000
Large Works					-	229,500
Spend to Date		(8,085.60)			(8,085.60)	
Balance	10,000.00	5,414.40	13,500.00	13,000.00	41,914.40	250,000

	Q1	Q2	Q3	Q4	Year 1 £35,000	Y2 £36,000
Core Costs						
Dec 18-Feb19						
Worker Employment (Incl Exp)	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	30,000
Minute Secretary	120.00	120.00	120.00	140.00	500.00	500
Training		1,000.00	500.00	1,000.00	2,500.00	3,500
Partnership Exp & Sundries	500.00	500.00	500.00	500.00	2,000.00	2,000
Spend to Date	(1,269.81)	(7,574.92)	(7,421.26)	(60.19)	(16,326.18)	
Balance	6,850.19	1,545.08	1,198.74	9,079.81	18,673.82	36,000

	Q1	Q2	Q3	Q4	Year 1 £25,000	Y2 £25,000
Communications & Engagement:						
Website & Logo	4,000.00	-	-	-	4,000.00	1,000
Event & Prom Materials	3,000.00	6,000.00	4,000.00	4,000.00	17,000.00	24,000
New Noticeboards	4,000.00				4,000.00	
Donations received (Not Big Local)	250.00				250.00	
Spend to Date	(21,20)	(4,000.00)	(3,270.52)		(7,291.72)	
Balance	11,228.80	2,000.00	729.48	4,000.00	17,958.28	25,000

	Q1	Q2	Q3	Q4	Year 1 £8,500	Y2 £14,000
Emerging Projects						
Project Costs (resrch/dev/etc)				8,500.00	8,500.00	14,000
Spend to Date						
Balance	-	-	-	8,500.00	8,500.00	14,000

	Q1	Q2	Q3	Q4	Year 1 £8,500	Y2 £14,000
Grant Administration						
Project Costs (resrch/dev/etc)	4,184.50		5,490.50		9,675.00	14,000
Spend to Date		(963.60)	(2,072.91)	(156.02)	(3,192.53)	
Balance	4,184.50	(963.60)	3,417.59	(156.02)	6,482.47	14,000

Woolavington & Puriton Schools (Support for Young People)			
Funding Amount £	26,000		
	Year 1	Year 2	
	21,000	5,000	
Spend	(21,113)	-	
Balance	(113)	5,000	4,887

Hello Project (Tackling Loneliness)			
Funding Amount £	49,600		
	Year 1	Year 2	
Project Worker	24,000	24,000	
Travel	500	500	
Hospitality	300	300	
Spend	(7,818)	-	
Balance	16,982	24,800	41,782

Dream Scheme (Support for Young People)		
Funding Amount £	18,899	
Spend	(9,222)	
Balance	18,899	18,899

Clist Room (Community Facilities)		
Funding Amount £	3,586	
Spend	(3,586)	
Balance	-	-

The Hub (Communication & Engagement)		
Funding Amount £	4,000	
Spend	(4,000)	
Balance	-	

Woolavington Youth Theatre Group (Support for Young People)				
Funding Amount £	15,000			
	Year 1	Year 2	Year 3	
	7,500	3,750	3,750	
Spend	(7,842)	-	-	
Balance	(342)	3,750	3,750	7,158

Rural Housing Week (Communications & Engagement)		
Funding Amount £	1,000	
Donation	250	Avon & Som Police
Spend	(1,249)	
Balance	1	

Sunshine Pre School (Support for Young People)			
Funding Amount £	15,000		
	Year 1	Year 2	Balance
	9,000	6,000	
Spend			
Balance	9,000	6,000	15,000

Y M C A (Support for Young People)		
Funding Amount £	5,940	
Spend		
Balance	5,940	5,940

Craft & Chat Group Community Grant	
Funding Amount	1,000
Spend	(512)
Balance	488