

## **HEATHFIELD PARTNERSHIP**

**Minutes of the meeting that took place on Tuesday, 20<sup>th</sup> November 2007 at 6.00p.m. at the Union Church.**

<b><u>Present:</u></b>	Teresa Blaxland	-	Chair
	Rupert Simmons	-	ESCC
	John Tolley	-	Trustee
	Colin Williams	-	Trustee/Farmers' Market
	Doug Brunger	-	Churches Together
	Angie Muddle	-	Heathfield/Waldron P.C.
	Peter Newham	-	Heathfield/Waldron P.C.
	Sue Roach	-	IT/Website
	Joanne Aldous	-	Town Coordinator

### **1. Apologies:**

1. were received from Rosemary Mays-Smith, Niki Oakes, Trevor Goldsmith and Jack Hampton

### **2. Minutes of the last meeting dated 25<sup>th</sup> September:**

1. Once the additional apologies from Sue Roach and Peter Newnham were added, the minutes of the meeting were accepted as a true record and duly signed.

### **3. Matters Arising:** *(to save duplication, please consult the previous minutes if clarification is needed)*

1. The decision on the lead Member will be made at the meeting to be held at the beginning of December with a subsequent press release. The Public will be allowed to attend the meeting but not participate unless a petition had been raised. Rupert S and Rosemary M-S will also attend.
2. 5.3. Rupert S sent a letter of thanks.
3. 6.5. Documentation has not been signed by John T. The transfer has not taken place as there are further stages to go through. IT committee will discuss this at their January meeting.
4. 9.1/2. Rupert S and Rosemary M-S have discussed the problem with Stewart Watts who will investigate. It was felt that a drawing error was overlooked. Peter N pointed out that the road in the Parade was not completed.
5. 13.2. Joanne A emailed Mel Butcher regarding the AGM, but he did not attend.
6. 14.3. This was actioned.

### **4. Sport & Leisure:**

1. Joanne read out Rosemary M-S report for the **Swimming Pool**. After the

completion of the Feasibility Study and Business Plan, Rosemary is anxious to have WDC on board as they are the body responsible for Sport and Leisure. To this end a meeting will be taking place.

2. Fund raising for £12500 is now beginning and necessary for the Planning Permission and design work. £1500 has been gratefully received from H.A.P.I and consideration is already being given to raising the capital sum of £2.7million.
3. **NCR21 North Route** - There was no report from Rosemary M-S but Rupert S did reiterate the value of the route coming into the High Street was well represented.

## **5. Financial Report**

1. The balance as at 19<sup>TH</sup> November 2007 was £50,078.11.
2. Teresa B raised a query on the IT account. Dawes Stores is keen to relocate their PiPs and a new spot has been found at the Crown Inn. As the cost involved will be over £400, would it be appropriate to use IT funds? After a discussion Rupert S confirmed that the cost has to be incurred and therefore it was authorised. Tim Hough will be advised, Teresa B will inform Dawes Stores and Joanne A will deal with the Manager of the Crown Inn.....**ACTIONS**
3. New rules now apply in submitting bids to WDC. Rupert S and Joanne A initially submitted four bids - Farmers' Market generator, Website programming, final stages of High Street and money towards drawings for the Swimming Pool. Only one project was now allowed with a maximum amount of £5000. After a lengthy discussion it was decided that a £5000 bid be put forward for the Swimming Pool drawings. Teresa B thanked Rupert S and Joanne A for all their hard work. Rupert S will clarify the position with Rosemary M-S and check that match funding is in place.....**ACTION**

## **6. IT Report/Website**

1. At the next meeting in January, Nick Potter will present his work to date. Due to funding being received, it was hoped to make a contribution as the work was being carried out in Nick's spare time.
2. HCC have, through their Governing Body, identified some money that can be put towards upgrading and updating the Youth Website.
3. As mentioned previously, The PiP at Dawes Stores will be relocated to The Crown Pub. Broad Oak Stores are being refurnished but are not keen to take a PiP yet.
4. The Portal is currently being moved to the County Council and then to 21<sup>st</sup> Century. This will incur two transfer fees of £20 each.
5. The PiP at Wessons is the subject of a pilot run for sophisticated wifi links with new technology. If the pilot is successful it might solve the Coop problems.

## **7 Farmers' Market**

1. The market is progressing well with any stallholders withdrawing being balanced out

by new ones arriving. There is now a good locally caught fish stall. The Christmas Market on the 15<sup>th</sup> December will be held in the High Street Surgery car park. 29 stalls are booked so far.

## **8. Inward Investment**

1. Four Business Promotion Boards are purchased but as yet not in place.
2. The Promotional Brochure should be available in the Spring. Joanne A and Trevor G visited Print Matters and discussed layout and design which has to be in place by January. A map, provided by a firm of Architects by way of sponsorship, will be incorporated in the Brochure and will also appear on the Promotional Boards.
3. WDC offered to introduce a five market town brochure which would require at least four advertisements to cover the cost. After a discussion it was agreed to continue with the Promotional Brochure already in hand which specifically deals with the promotion of Heathfield.

## **9. High Street**

1. Rosemary M-S's report was read out by Joanne A. To date there had been no success in raising more money for Phases 6 and 7 although with the £33000 already raised, materials have been purchased. At the next meeting detailed plans will be discussed. Rosemary is continuing to follow up McCarthy & Stone's delay in replacing street furniture.

## **10. Transport**

1. Rosemary M-S's report was read out by Joanne A. This sub-committee of the High Street has been disbanded mainly due to the delay in reaching a decision with the Red Cross. Sue Hanley, Chair of this committee, has now resigned from the Partnership and it is hoped that all her excellent work will not go to waste and form the basis of any future Transport Schemes. Unfortunately commercial services are slowly withdrawing and making the area vulnerable. Rupert S will chair a meeting on the 29<sup>th</sup> November of all interested parties out of which it is hoped a way forward will be found.

## **11. LAT**

1. PC Catherine Codling will be invited to the next Partnership meeting. The clerk was asked to email a copy of the minutes to her with details of the forthcoming meetings.....**ACTION**
2. The Partnership, Parish Council and Chamber of Commerce have been involved in supporting a short term dispersal order in the town. To this end a Parish Council meeting invited the Chief Inspector Neil Honour for an update of progress, as traders and businesses are anxious that the order be implemented. However there was an indication from the Chief Inspector that this would not now proceed, causing great concern. Trevor G confirmed that petty crime was now becoming serious and the

dispersal order was needed, particularly over Christmas. The matter will be discussed at the next meeting on 21st November.

## **12. Seminars**

1. The Partnership will host an East Sussex Economic Partnership meeting on 24<sup>th</sup> January at the Community Centre. Rupert S and Ray Bassingthwaite will each give a presentation.

## **13. Public Relations & Marketing**

1. Joanne A asked if spare copies of Heathfield First could be saved.
2. Funding from English Heritage had been received to pay for the pole of the Heathfield sign which should be in place either at the end of November or beginning of December. The Sussex Express and Courier will give press coverage.

## **14. Any other business**

1. John T will be attending a WARR meeting on 21st November where information will be given regarding the new guidelines for submitting bids for 2008/2009.
2. The committee were aware and grateful for all the hard work involved in the success of the Christmas lights.

## **13. Dates of the next meeting**

1. It was felt that a different venue should be discussed in the New Year to help raise attendance levels, **however until further notice the meetings will continue to take place at The Union Church . It should also be noted that meetings must end at 7.00p.m.**
2. **All dates are for Tuesday, at 6.00p.m.:-**

**29<sup>th</sup> January 2008**  
**18<sup>th</sup> March 2008**  
**20<sup>th</sup> May 2008**  
**15<sup>th</sup> July 2008**  
**16<sup>th</sup> September 2008**

There being no further business the meeting closed at 7.25p.m.

## **HEATHFIELD PARTNERSHIP**

### **AGENDA**

- 1. Apologies**
- 2. Minutes of the last meeting**
- 3. Matters Arising**
- 4. Sport & Leisure**
  1. Swimming Pool
  2. NCR21 North route
- 5. Financial Report**
- 6. IT Report/Website**
  1. Website
  2. PiPs
- 7. Farmers' Market**
- 8. Inward Investment**
- 9. High Street**
  1. Phase 5, 6 and 7
- 10. Transport**
  1. Consultant's Report
  2. Transport leaflet
- 11. LAT (Police Local Area Committee)**
- 12. Seminars**
- 13. Public Relations & Marketing**

**14. Any other business**

**15. Date/time of the next meeting**