

## **BUXTON TOWN TEAM**

### **NOTES ON THE DIRECTORS' MEETING HELD ON TUESDAY 26<sup>TH</sup> SEPTEMBER 2017**

**Present:** Charles Jolly, Janet Miller, John Estruch, Matthew Nuttall, Philip Barton, Roddie MacLean, Richard Silson, Suzanne Pearson

**Apologies:** Jim Lowe, Simon Fussell

#### **1. NOTES OF PREVIOUS MEETING**

The notes of the meeting of 29<sup>th</sup> August were approved and can be posted on the website.

**JM**

#### **2. BOARD, DIRECTORS AND OFFICERS**

The Director Search Group will be meeting the week after next.

#### **3. IDEAS & ACTION MEETING**

The main feature of the September meeting was the Neighbourhood Development Plan; those present were keen that we progress this. They were also enthusiastic about running the Buxton in Bloomin' Winter project again.

#### **4. COMMUNICATIONS GROUP**

The notes of the September meeting had been circulated; no queries were raised.

#### **5. ACCESS, PARKING, TRAFFIC & TRANSPORT GROUP**

The meeting on 12<sup>th</sup> September was well attended, by regular members and several others. The DCC 'Travel Plan' presentation generated much discussion, it was agreed a sub-group will be set up to collect together existing data and start filling in the detail. It was noted that elements of the Travel Plan might usefully be incorporated into the Neighbourhood Development Plan. Janet will circulate the notes.

**JM**

#### **6. SCRUTINY GROUP**

The group will be meeting next week.

#### **7. MEMBERSHIP & FINANCES**

##### **7.1 Current Position**

Two new members brings the membership to 255; Facebook Likes are 1,462, Twitter followers 513.

A finance report had been sent round - the current balance is £12,652. £338 is due in for merchandise (HPBC and Waterstones); we will be invoiced very shortly for £875 for tea-towels and £1,127 for work on the Tarmac bed in Ashwood Park. Clarification was requested on the Ashwood Park 'expenses' - this was the purchase of native bulbs.

##### **7.2 Co-operative Bank**

We need new bank stationary with bar code, which requires authorisation for telephone banking. It was agreed that Philip should set this up, subject to the same internal controls as for electronic transactions.

**PB**

#### **8. PROJECT UPDATES & PROPOSALS**

##### **8.1 Project Leader Guidance Note**

A revised version had been circulated. Minor changes to wording were agreed, also that the appendices should be stripped out and replaced with a web link and the text spaced out more. Subject to these amendments the document was approved, and can be posted on the website.

**JM**

##### **8.2 Vox Pops**

A closing report had been circulated. It was agreed that a final sentence should be added, recommending vox pops as a useful tool for the Communications Group to use as part of their ongoing activities.

**JM**

##### **8.3 Buxton in Bloom (JM)**

A closing report had been circulated and was accepted. The project overall was very successful, though the Flowerpot People trail Maps had not sold as well as had been hoped. Thanks were expressed to Viv and the team.

##### **8.4 Crescent Planters (JM)**

A closing report had been circulated and was accepted subject to a minor amendment on the costs table.

##### **8.5 Buxton Neighbourhood Development Plan**

A project proposal had been circulated. The suggestion that Buxton Town Team register as the Neighbourhood Forum (rather than setting up a new body) was discussed at some length; it was agreed that the saving in time and effort does justify this, but that we need to explain the reasoning to other key organisations in the town in advance of making any application. It was also agreed that the project would continue until the plan had been adopted by HPBC as part of the Local Plan, and that the detail, the timetable and the success criteria need to reflect this. Additionally, the budget should include only those funds required to reach the point where DCLG funding can be applied for. We also need to clarify Joe's role; will he be a member of the Steering Group, or an independent (albeit unpaid) advisor? Other minor amendments were also requested. Dick will redraft and circulate for comment, with a view to finalising the proposal as soon as possible and ideally approval via email before the next Directors' Meeting.

**RS**

##### **8.6 Buxton in Bloomin' Winter 2017**

A project proposal had been circulated. Subject to minor amendments this was approved, with a budget of £250. The Project Leader is Tina, Janet will act as the Link Director.

**JM**

##### **8.7 Corporate Hours (JL)**

No sessions have taken place in September, Jim will make contact with Cemex when he is back from holiday.

**JL**

Meanwhile Tina is keen to bring Tarmac volunteers on board, possibly with a view to helping clear the High Path, and other jobs in that area; it was agreed she should follow this up.

## 8.8 Ashwood Park (SF)

The Tarmac bed has been dug out and mesh and aggregate laid, and three large rocks positioned. The cost of this was £1,127, leaving £373 of the Tarmac £1,500. It is anticipated most of this will be needed to provide a plaque, which will reference the contribution made by the quarrying industry to the town and local area.

Two days of work sessions took place in September, clearing undergrowth ready for bulb planting, which will take place on 14<sup>th</sup> October.

## 8.9 Open Gardens Trail 2017

Outstanding action on Roddie to add the further benefits and learning points and circulate for comment, then arrange to meet with Jo to discuss. **RM**

## 8.10 Project Monitoring

A status report had been circulated. Further project updates noted as follows:

**Talking Signposts 2017 (RM):** The Closing Report is in draft and will be circulated shortly. **RM**

**Railings Clean (SP):** The Closing Report is in draft and will be circulated shortly. **SP**

**Slopes Care Team (JL):** Outstanding action on Jim to write a Closing Report, with a recommendation that further work continue as an ongoing activity. **JL**

**Open Gardens 2016 (RM):** The Closing Report is long overdue. **RM**

**APT&T Conference (RM):** The Closing Report is long overdue. **RM**

## 8.11 Projects in Development

**BID 2017:** Outstanding action on Roddie to write a Supporting Role Project Proposal. **RM**

**Market Place Enhancement:** Outstanding action on Janet to draw up proposals for the University of Derby funding. **JM**

## 9. UPCOMING TOWN TEAM MEETINGS

### 9.1 Ideas & Action Meetings

It was agreed that the BID update was best delayed until the draft report on the feasibility study is available, probably at the November meeting. Philip will liaise with the consultant. **PB**

**Tuesday 10<sup>th</sup> October:** Agreed we will combine a selection of ideas from the July (town centre) meeting with a mini workshop on how Town Team project development and best practice. Janet and Dick will organise this. **JM/RS**

## 10. TOWN MATTERS

**Combined Action List:** Simon reported that this is progressing but is not yet available for groups to contribute to. **SF**

## 11. LINKS WITH OTHER ORGANISATIONS

**Vision Buxton Meetings:** The next meeting is 27<sup>th</sup> September, Mathew will attend. **MN**

**Meeting with HPBC:** Outstanding action on Roddie to write up the 7<sup>th</sup> November meeting and arrange the next. **RM**

**Mayor's Civic Service, St Peter's Church:** On 17<sup>th</sup> September, Suzanne and Charles attended. **SF**

**Station Illustrated Map Unveiling:** FoBS have requested a Town Team presence, Roddie will respond positively. **RM**

**Bexhill-on-Sea:** Janet was contacted by someone interested in setting up a Town Team there and wanting advice.

## 12. ANY OTHER BUSINESS

**Book Box:** A post on the Facebook page suggesting this has generated a lot of discussion. It was agreed Janet will suggest the original poster bring it to the next Ideas Meeting, she will also mention the idea to FoBS with a view to setting something up in the waiting room or the defibrillator phonebox. **JM**

## 13. DATES OF NEXT DIRECTORS' MEETINGS

The dates of forthcoming Directors' meetings are:

**Thursday 26<sup>th</sup> October**

**Wednesday 22<sup>nd</sup> November**

**Thursday 14<sup>th</sup> December**

all at 7:30pm in No6 Tea Rooms.

JCMM

30Sept17