

## LONGWICK-CUM-ILMER PARISH COUNCIL

THE MEETING OF THE PARISH COUNCIL WILL BE HELD  
ON TUESDAY 19TH OCTOBER 2010 AT 8.00 PM  
IN LONGWICK VILLAGE HALL  
AND YOU ARE SUMMONED TO ATTEND

### AGENDA

**Public Forum** – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

1. **Welcome and Apologies for Absence.**
2. **Acceptance of Minutes of the previous meeting on the 21<sup>st</sup> September 2010.**
3. **Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

4. **Presentation from Sarah Allwood, Projects Officer, Community Impact Bucks on Community Led Planning (see attached for details)**

5. **Matters Arising Not Otherwise on the Agenda**

The footpath to Dorrells Road

### 6. Finance

#### A. Accounts for Payment

VAT

392	Sports Field	C M Spittles - Hedge cutting around playing field and car park	£ 210.00		£210.00
393	Website	MH-P - Add News link and newsletter	£ 30.00	£ 5.25	£35.25
394	Grass Cutting	Manor Estates - Grass cutting September 2010	£ 348.90	£ 61.06	£ 409.96

#### B. Income received

WDC – Precept £ 8,250.00

C/ Bank Balance £ 8,648.22 (allowing for the above cheques)

### 6. Capital Items and Community Facilities

#### A. Playing Field

#### B. Children's Play Area

### 7. Roads, Verges and Rights of Way.

### 8. Correspondence.

Letter from WDC giving the Parish Council permission to take action to fill the Casual Vacancy on the Parish Council by co-option.

Results of the overview and scrutiny review into Winter Maintenance from B.C.C.

### 9. Reports

- A. School Governors
- B. N.W. Chilterns Local Area Forum
- C. WDALC
- D. N.A.G
- E. Newsletter

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## 10. Planning Applications

### A/ Progress on applications already considered:

Application No: **10/06641/FUL** *Decision: Application Permitted.*

At: Orchard View Farm Stockwell Lane Little Meadle

Proposed Erection of agricultural glass house

Application No: **10/07013/CTRE** *Decision: Not to make a Tree Preservation Order*

At: Bank Farm Meadle Village Road Meadle

Proposed Works to a variety of trees at the property

Application No: **10/06894/FUL** *Decision: Application Permitted*

At: Cozens Holdings Owlswick

Proposed Householder application for insertion of new casement and dormer windows to existing detached garage and conversion of roof space into habitable accommodation

### B/ New Applications to be considered

**10/07107/FUL:** The Birches Lower Icknield Way Longwick

Proposed: Householder application for alterations to fenestration & front door

## 11. Agenda items for the Next Meeting.

## 12. Date of Next Meeting.

Susanne Griffiths  
Clerk to the Parish Council.  
12<sup>th</sup> October 2010

## Inclusive Consultation

The process of carrying out a Community-Led Plan should be inclusive in the way it reaches out to all residents in the parish. A common vision and sense of belonging will be created by positively recognising the differing values within any community.

In any parish there will be several main issues on which a plan of action will be formulated. However those of you involved in carrying out the consultation should also take note of the individual or small group voice as there may be an issue which although low in numbers has a high impact on their lives. Inclusion is all about helping people who cannot enjoy the full range of opportunities in life which most people take for granted.

A Community-Led Plan is therefore an opportunity to ensure that all sections of your community have their say in the vision. This may mean that you have to take an extra step or two to reach everyone.

For further information on Community-Led Plans please contact:  
**Sarah Allwood**  
 Buckinghamshire Community Action  
 Unit B, The Firs, Berton, Aylesbury, Bucks, HP22 5DX  
 Tel; 01296 421036 - e-mail; sarah@bucks-comm-action.org.uk

## WHAT ELSE CAN BCA DO FOR YOU?

**Village Hall & Community Building Advice Service**  
 Contact Sarah Allwood or Laurie Johnson

**Funding / Charitable status Advice Service**  
 Contact Laurie Johnson

**Rural Transport**  
 Contact Sally Hussey

**Affordable Housing**  
 Contact Jean Fox

**i-van Multi-Media Team**  
 Contact Frances Northrop, Suzi Devanney or Jon Leese

# COMMUNITY-LED PLANNING WHAT'S IT ALL ABOUT?

## Community Planning is an opportunity...

For local people to set out a shared vision for the future of their area, and to develop an action plan for achieving this. It is a process by which the whole community can voice their opinions on what actions they wish to see taken in the future.



## The process is a chance to...

- bring the community together and engender a real sense of community spirit
- provide clear evidence of community aspirations and priorities
- develop a plan for the future of the community, which the Parish, County and District Council can support
- open up funding streams for projects – many grants are only available if evidenced by a Parish or Community Plan
- encourage partnership working by highlighting projects that need help from external agencies as well as local people
- and influence and inform the Council Plans, Sustainable Community Strategy and the Local Development Framework

## Sounds good, but will it make a difference?

Community Plans are now recognised at every level of Government, they help to bring local people together to work on local projects and can be used as evidence of need for funding for projects.



# THE 9-STEP MINI-GUIDE TO THE PROCESS

## 1 Getting Started

To start the process you need to get people from the wider community interested, for example by holding an open day to gather support to undertake the process.

### Bridge with the Local Authority

Make contact with Buckinghamshire Community Action, and your Local Authority to inform them of your intention to produce a Parish or Community Plan and ask for their support. Invite your Councillors to early meetings and events to engage with the community.

## 2 Establish the Steering Group

Set up a steering group with wide representation from the community.

### Bridge with the Local Authority

Nominate a steering group member to act as the main point of contact with the Local Authority officers.

## 3 Develop a Project Plan

Over a series of meetings put together a strategy, budget and programme on how you are going to undertake the plan, ensuring you consult with everyone in the community.

### Bridge with the Local Authority

Include in your programme the moments at which you wish to involve local authorities, although it is best to engage with them right from the beginning of your plan.

## 4 Community Consultation

This is a time to undertake a variety of fun and interesting consultation exercises involving as many people as possible both in taking part and in expressing their views.

### Bridge with the Local Authority

Consult with the LSP and LDF officers about the linkages between the Sustainable Community Strategy and Local Development Framework, how they are relevant to your community and what questions can usefully be asked.

## 5 Prioritising and Planning Action

Sort and prioritise the issues coming through from the consultation and begin to form focus groups to take forward actions.

### Bridge with the Local Authority

Liaise with LSP and LDF coordinators and any other agencies that have been identified in an action, to agree that what is being proposed is feasible and can be delivered. This doesn't mean you can't have aspirations for future actions which are not possible at present.

## 6 Draft the Plan

Put together the first draft to share with the community and partner organisations. Ask BCA to double check the draft.

### Bridge with the Local Authority

Make your plan more accessible to outside agencies by using the Model Action Plan as a template. Show a draft plan to all relevant stakeholders.

## 7 Finalise the Plan

Consult with the community and partner organisations and produce the final document.

### Bridge with the Local Authority

Categorise your actions under issues that the community can take for themselves, actions that need to be dealt with key partners and more strategic issues.

## 8 Implement the Plan

Consolidate any actions started and begin to implement others.

### Bridge with the Local Authority

Feed into the Sustainable Community Strategy or the Local Development Framework, for longer term implementation.

## 9 Monitor and Review

Once you have completed a plan, a regular review and update will ensure continuous progress is made on the needs and requirements of your community.

### Bridge with the Local Authority

Keep your service providers and local authorities (such as your Partnership, Local Area Committee and Planning Department) updated with any progress. Successes and challenges should be fed back.