

**ST. MARYCHURCH WARD PARTNERSHIP**  
**STEERING COMMITTEE MEETING**

**Minutes of the Meeting held on Monday 21<sup>st</sup> February 2005**

**PRESENT**

Peter Huff (PVH)	Chairman
Nita Brass (NB)	Secretary
Cllr. Alan Faulkner (AF)	Ward Councillor
Chris Howell (CH)	St Marychurch Traders
Arthur Christian (AC)	Babbacombe & St Marychurch Traders Association
Eileen Williams (EW)	Babbacombe Resident
Paul Hammond (PH)	Torbay Neighbourhood Watch
Insp. Mel Broad (MB)	D&C Constabulary (by invitation)
P.C. Dan Carter (DC)	D&C Constabulary
PC Martin Finnis (MF)	D&C Constabulary

**APOLOGIES FOR ABSENCE**

A. Leisk

The following issues were discussed:

a) **Developing the Action Plan to include other Community Plan Themes**

**MB** tabled sample agendas, minutes and guidance notes. He advised that all WPs would shortly be receiving a 'pack'. We are already operating roughly within the framework of the guidance notes but will adopt more elements as appropriate and as the WP develops.

(i) There is a plan to have a full-time Community Coordinator in the Town Hall (awaiting return of 'Mandy' from maternity leave). Should be in post by next meeting.

(ii) There are going to be 13 business heads for Torbay Council. Each one will take a Ward Partnership.

**AF** agreed to send memo to all departments to ensure that everyone is familiar with the Ward Partnership agenda and the action needing to be taken.

b) **Recruitment of representatives from other organizations to broaden the base of the WP, who and how?**

Town Hall has list of all organizations in the Bay. **AF** to provide copy. It was agreed that we should write to members of these organizations, introducing ourselves and requesting representatives from each group to serve on the WP. **CH** will draft letter. **AC** will draft press release.

c) To **decide if planning matters should be within the WP's remit.**

It was recognized that commenting upon all applications was unrealistic and unnecessary. This could lead the WP into conflict with applicants. It was agreed that we should discuss planning applications which impacted upon the community as a whole or that can be shown to have an impact on one or more of the themes in the Community Plan. **AF** receives weekly application listings and agreed to alert the WP to such applications.

d) Examine **the minute taking process**

Format of minutes was discussed. Minutes should identify individuals given responsibility for taking each action point forward, thereby improving accountability. Refer also to item a) above.

e) Agree **a response to Patrick Carney**

**AF** advised that Michael Webley (Highways) should be made aware of the situation.

**PVH** agreed to write to him. **AC** and **CH** have a number of local highways issues they would like raised and some ideas about the remedies.

f) **Consider the merits of forming a consultation team**

**CH** to compose a letter to outline this.

g) **Consider the involvement of the Youth Offending Team and probationers on projects.**

When appropriate projects arise, it was agreed that we should encourage other groups to use Community Punishments Service.

h) **To appoint a Treasurer**

Appointment of **EW** as Treasurer. **CH** proposed, **CF** seconded.

i) **To discuss arrangements to open a bank account**

**NB** and **PVH** produced application forms for Bank or Building Society Account. There would be three signatories. **NB**, **EW** and **PVH** to arrange the opening of a suitable account.

j) **To consider requesting LA to hold future Public Consultation Meetings throughout Torbay (including St Marychurch) rather than at the three main venues as at present.**

**CH** to compose a letter supporting this request. One venue suggested was Torquay Golf Club (314591) Austin Gravestock.

k) **To discuss arrangements for election of secretary and chairman at April meeting in accordance with the constitution.**

**PVH** would stand again as Chair until some one else can be found. **CH** was appointed as Vice-Chairman.

**NB** expressed a willingness to continue as Secretary.

l) **AOB**

Oddicombe Beach being closed.

Foxlands Walk. Damage to paving stones. Who owns the land? Not known. **AF** to investigate.