



# OUR FUTURE CIRENCESTER STEERING GROUP

**MINUTES OF THE MEETING HELD ON MONDAY, 14<sup>TH</sup> JULY 2008 AT  
7.00 P.M. IN SUITE 3, DYER HOUSE, 3 DYER STREET, CIRENCESTER**

**PRESENT:** Andrew Lichnowski - Chairman  
William Cooper  
David Fowles  
Jane Gunner  
Martin Portus  
Andrea Pellegram - Community Agent  
Andrew Tubb - Cirencester Town Council  
Peter Stringfellow - Observer

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>  Jan Gronow, Fran Embleton-Smith and Dan Judges.
<b>2.</b>	<b>TO RECEIVE AND CONFIRM THE MINUTES OF THE STEERING GROUP MEETING HELD ON MONDAY 9<sup>TH</sup> JUNE 2008</b>  The Minutes of the Meeting of the Steering Group held on Monday 9 <sup>th</sup> June were received and approved.
<b>3.</b>	<b>TO RECEIVE AND CONFIRM THE MINUTES OF THE SPECIAL MEETING OF THE STEERING GROUP HELD ON MONDAY 23<sup>RD</sup> JUNE 2008</b>  The Minutes of the Special Meeting of the Steering Group held on Monday 23 <sup>rd</sup> June 2008 were received and approved.
<b>4.</b>	<b>FUTURE USE OF MCTA LOGO AND MCTI BRAND</b>  The Steering Group discussed the future use of the MCTA logo, MCTI brand and future name of the Steering Group.  This was in light of the MCTA ceasing to exist.  It was agreed that in future, reference would not be made to the market

	<p>and coastal towns initiative but that the Community Plan, Steering Group and Management Group would be referred to as simply Our Future Cirencester.</p>
<b>5.</b>	<p><b>RURAL RENAISSANCE BID UPDATE</b></p> <p>It was noted that Gloucestershire First has awarded £20,000 of RDA Rural Renaissance funding to carry out Phase 1 of the Cirencester Local project.</p> <p>A tender document for the appointment of consultants to assist with the delivery of Phase 1 will be prepared by Andrea during July/August and issued in September.</p>
<b>6.</b>	<p><b>HYDER REPORT UPDATE</b></p> <p>It was noted that the Hyder Report relating predominantly to Town Centre Management had been received and would be circulated by e-mail to all members of the Steering Group.</p>
<b>7.</b>	<p><b>CIRENCESTER TOWN COUNCIL FUNDING UPDATE</b></p> <p>It was noted that the Town Council had made funding available to assist with the delivery of the Community Plan up to the end of March 2009. Discussions on funding beyond this date are due to commence in September as part of the annual process in setting the budget.</p> <p>Recommendations for expenditure need to be forwarded by the Steering Group to the Council's Project Group for authorisation, under delegated authority. The Project Group meets monthly, generally the third Monday of each month.</p>
<b>8.</b>	<p><b>PROJECT DEVELOPMENT AND PRIORITISATION</b></p> <p>It was agreed to defer detailed discussions until the Working Groups had been established.</p> <p>A worksheet which had been prepared by Andrea was considered and discussed; subject to confirmation it was agreed that the Working Groups be chaired as follows:</p> <p>Children's and Young People's - Iain Butler  Heritage - Jan Gronow  Business - David Fowles  Infrastructure - Martin Portus</p> <p>A call for volunteers would be included in the Town Council's Newsletter due to be published in August and that expressions of interest, received to date, would be forwarded to Andrea.</p>

<p><b>9.</b></p>	<p><b>PUBLICITY AND LAUNCH ARRANGEMENTS</b></p> <p>It was noted that the Plan would be launched at the Gloucestershire Market Towns Forum AGM being hosted in Cirencester. A press release will be issued in advance and an all member briefing of Cirencester Councillors, Town, District and County would be held at the Bingham Gallery and Conference Suite on the evening of Thursday 11<sup>th</sup> September 2008.</p>
<p><b>10</b> .</p>	<p><b>TO CONFIRM THE DATES AND TIME OF FUTURE MEETINGS OF THE STEERING GROUP</b></p> <p>The following dates were confirmed:</p> <p>Monday 8<sup>th</sup> September, at 7.00 p.m. in Suite 3 Dyer House  Monday 13<sup>th</sup> October, at 7.00 p.m. in Suite 3 Dyer House  Monday 10<sup>th</sup> November, at 7.00 p.m. in Suite 3 Dyer House  Monday 8<sup>th</sup> December, at 7.00 p.m. in Suite 3 Dyer House</p>
<p><b>11</b> .</p>	<p><b>TO CONFIRM THE CONTINUATION OF THE MANAGEMENT GROUP AND TO AGREE DATES AND TIMES OF FUTURE MEETINGS</b></p> <p>It was agreed that the Management Group should continue to meet, further to the meeting it was agreed to meet as follows:</p> <p>26<sup>th</sup> August 2pm Suite 3 Dyer House  30<sup>th</sup> September 2pm Suite 3 Dyer House</p>
<p><b>12</b> .</p>	<p><b>COMMUNITY AGENT CONTRACT EXTENSION</b></p> <p>The extension to the Community Agent's contract covering the period 1<sup>st</sup> July 2008 to 31<sup>st</sup> March 2009 was approved, along with the contract terms and work programme.</p>
<p><b>13</b> .</p>	<p><b>MEMBERSHIP OF THE STEERING GROUP</b></p> <p>It was noted that there was an existing vacancy on the Group and agreed that Mr Peter Stringfellow be co-opted onto the Steering Group with immediate effect.</p>
<p><b>14</b> .</p>	<p><b>DATE OF NEXT MEETING</b></p> <p>Monday 8<sup>th</sup> September 2008 at 7pm</p>

A Lichnowski  
Chairman