



OUR FUTURE CIRENCESTER STEERING GROUP

MINUTES OF THE MEETING HELD ON MONDAY, 10TH NOVEMBER 2008 AT 6.30 P.M. IN SUITE 3, DYER HOUSE, 3 DYER STREET, CIRENCESTER

PRESENT: Andrew Lichnowski - Chairman
David Fowles
Martin Portus
William Cooper
Iain Butler
Jane Gunner
Jan Gronow
Peter Stringfellow
Chris Vickery
Andrea Pellegram - Community Agent
Andrew Tubb - Cirencester Town Council

1.	APOLOGIES FOR ABSENCE Fran Embleton-Smith
2.	TO RECEIVE AND CONFIRM THE MINUTES OF THE STEERING GROUP MEETING HELD ON MONDAY 13TH OCTOBER 2008 The Minutes of the Meeting of the Steering Group held on Monday 13 th October were received and approved.
3.	TO RECEIVE AND NOTE THE DRAFT NOTES OF DISCUSSIONS HELD ON TUESDAY, 21ST OCTOBER 2008 The draft Notes of the informal discussions held by the Management Group on Tuesday 21 st October 2008 were received and noted.
4.	COMMUNITY PLAN UPDATE a) Programme update - AP circulated the latest version of the programme update. b) Cirencester Local - An update on progress was given along with arrangements for the business workshop day being held on 19 th November. c) Working Groups - Updates were provided on the respective activity of the working groups. d) Stride Treglown - The detailed letter from Stride Treglown was considered and it was agreed that the content be considered, respectively, by the Heritage and Infrastructure Working Groups with reports being brought back to the Management/Steering Group at a later date.

5.	<p>TO CONSIDER AND APPROVE AMENDING THE TERM COMMUNITY AGENT TO PROJECT MANAGER</p> <p>It was agreed that it was appropriate to amend the term Community Agent to Project Manager.</p>
6.	<p>CDC VISION UPDATE</p> <p>The Steering Group was briefed on progress to date following a meeting of the Vision Board held on November 6th.</p>
7.	<p>OFC MEDIA UPDATE</p> <p>AP to provide information which is hoped will be featured on a weekly basis by the Wilts & Glos Standard.</p> <p>AT advised that an update on the Community Plan was to be broadcast on Corinium Radio later in the month.</p>
8.	<p>ANY MATTERS NOT INCLUDED ON THE AGENDA WHICH ARE URGENT AND NEED TO BE DISCUSSED BEFORE THE DATE OF THE NEXT MEETING</p> <p>None.</p>
9.	<p>TO PREPARE A DRAFT AGENDA FOR THE MEETING OF THE MANAGEMENT GROUP BEING HELD ON TUESDAY 2ND DECEMBER 2008 AT 2PM IN SUITE 3 DYER HOUSE</p> <p>No additional items were recommended other than those which are already considered as standing items.</p>
10.	<p>DATE OF NEXT STEERING GROUP MEETING</p> <p>It was agreed that the next Meeting of the Steering Group would be held on Monday 12th January 2009 at 6.30pm in Suite 3, Dyer House.</p> <p>An informal briefing will be held at 5pm prior to the Christmas Buffet on Thursday 11th December.</p>

A Lichnowski
Chairman