



OUR FUTURE CIRENCESTER STEERING GROUP

MINUTES OF THE MEETING HELD ON MONDAY, 16TH FEBRUARY 2009 AT 6.30 P.M. IN SUITE 3, DYER HOUSE, 3 DYER STREET, CIRENCESTER

PRESENT: Andrew Lichnowski - Chairman
David Fowles
Martin Portus
William Cooper
Liza Darroch (for Fran Embleton-Smith)
Iain Butler
Jane Gunner
Chris Vickery
Andrea Pellegram - Community Agent
Andrew Tubb - Cirencester Town Council

1.	APOLOGIES FOR ABSENCE Jan Gronow, Fran Embleton-Smith, Peter Stringfellow and Dan Judges
2.	TO RECEIVE AND CONFIRM THE MINUTES OF THE STEERING GROUP MEETING HELD ON MONDAY 10TH NOVEMBER 2008 The Minutes of the Meeting of the Steering Group held on Monday 10 th November 2008 were received and approved.
3.	TO RECEIVE AND NOTE THE DRAFT MINUTES OF THE MANAGEMENT GROUP MEETING HELD ON TUESDAY, 2ND DECEMBER 2008 The draft Minutes of the Management Group Meeting held on 2 nd December 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 following the business workshop held on Thursday 29 th February. The final report is expected towards the end of March. c) Working Groups - Updates and draft proposals were provided on the respective activity of the working groups.

5.	<p>TO CONSIDER THE CO-OPTION OF A REPRESENTATIVE OF THE PARISH CHURCH ONTO THE STEERING GROUP</p> <p>It was agreed unanimously that the Parish Church be invited to join the Steering Group and confirmed that Father Leonard Doolan would be the co-opted member representing the Church.</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 27th January including:</p> <ul style="list-style-type: none"> i) Decked parking provision; ii) Cycle rack provision; iii) 20 mph town centre speed limit; iv) Market Place Improvement Scheme.
7.	<p>OFC MEDIA UPDATE</p> <p>Nothing new to report.</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> <ul style="list-style-type: none"> i) Third Sector Match Proposal – Third Sector Match, which is managed by the GRCC, submitted a proposal to deliver aspects of the Community Plan for £5,000, providing access to professional expertise such as marketing, web-design and business planning. <p>It was agreed unanimously that it was not appropriate or beneficial to take up this proposal and agreed that Andrew Tubb write to Carole Garfield at Third Sector Match to advise.</p> <ul style="list-style-type: none"> ii) It was agreed unanimously that Andrea Pellegram should be invited to continue in the role of Project Manager and that the structure should remain as is, with the Steering Group and Management Group perhaps meeting on alternate months. iii) It was agreed unanimously that Peter Stringfellow should continue to represent the Chamber of Commerce on the Steering Group.
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 9th March 2009 at 6.30pm in Suite 3, Dyer House.</p>

Chairman