



# OUR FUTURE CIRENCESTER STEERING GROUP

## MINUTES OF THE STEERING GROUP MEETING HELD ON MONDAY, 5<sup>TH</sup> OCTOBER 2009 AT 6.30 P.M. IN SUITE 3, DYER HOUSE, 3 DYER STREET, CIRENCESTER

**PRESENT:** Andrew Lichnowski - Chair  
William Cooper  
Jonathan Davies  
Jane Gunner  
Andrea Pellegram  
Martin Portus  
Andrew Tubb  
Chris Vickery

<b>1.</b>	<b>APOLOGIES</b>  Iain Butler, Liza Darroch, Leonard Doolan, Fran Embleton-Smith, David Fowles, Jan Gronow and Dan Judges.
<b>2.</b>	<b>MINUTES OF THE STEERING GROUP HELD ON MONDAY 14<sup>TH</sup> SEPTEMBER 2009</b>  The Minutes of the Steering Group's Meeting held on Monday 14 <sup>th</sup> September 2009 were received and approved as an accurate record.
<b>3.</b>	<b>2009/10 PRIORITISED WORK SCHEDULE AND BUDGET UPDATE</b>  The information received and discussed was circulated with the agenda along with a paper on options for the way forward; comments were received and circulated from Liza Darroch and William Cooper passed round a visual record of the visit to Raglan Castle and White Castle to assess the 'wayteller' bluetooth audio system.  Further to discussion, it was agreed that:  Website - Jonathan Davies, Andrew Lichnowski, Andrea Pellegram and Andrew Tubb be appointed, subject to confirmation by the Town Council, to short list and interview web bids.  Graduate Challenge - An application be submitted by Andrea Pellegram to link in and handover from the RAC student intern.  Green Strategy - A working group, to include Andrea Pellegram, Jacquie Stearn and Martin Portus, be established to give further consideration to preparing management plans in respect of the Abbey Grounds, each site to be assessed against HLF criteria and the CABA green space strategies guide.  Partnership/Development Trust - A meeting be arranged with Hannah Reynold Associates to discuss free consultancy advice on establishing a Partnership/Development Trust.

<p><b>3.</b></p>	<p><b>2009/10 PRIORITISED WORK SCHEDULE AND BUDGET UPDATE (CONT'D)</b></p> <p>Townscape Strategy – This strategy remain on-hold until further progress is made with the Market Place Improvement Scheme.</p> <p>Living History – William Cooper to lead on the Living History projects in consultation with Andrea Pellegram and the Steering Group.</p> <p>Updates were also provided on the proposed Abbey Rocks concert, Cirencester Local Business, sustainable transport, the Open Air Swimming Pool and the youth initiative including the secondment of Clare Bartlett (Fosseway) to work with the Town Council in establishing a ‘Chill Out Zone’ at New Brewery Arts.</p>
<p><b>4.</b></p>	<p><b>CIRENCESTER LOCAL (STUDENT INTERN) UPDATE</b></p> <p>Since starting work at the beginning of August, Chisanga has undertaken a number of activities / areas of work.</p> <p>Her main tasks have included;</p> <ul style="list-style-type: none"> <li>- Creating a business data base for non members and amalgamating it with the existing data base for members.</li> <li>- Assist in the planning and organisation of the next ‘I Love Cirencester’ event to link with the Advent festival.</li> <li>- Conducting research with non members to see why they do not belong to the Chamber of Commerce and exploring what they would expect a business organisation like the Chamber of Commerce to offer its members.</li> <li>- Designing and distributing a questionnaire aimed at non members which is to help with information gathering and how best chamber activities could be improved within Cirencester. Currently being distributed to non members.</li> <li>- Attending various network meetings and Chamber of Commerce events.</li> <li>- Researching the activities of other Chambers of Commerce and Business organisations in Gloucestershire and surrounding areas to identify areas of best practice that Cirencester could consider implementing.</li> <li>- Exploring options for how we could market Cirencester and the Chamber of Commerce.</li> </ul> <p>Future work over the next month will include;</p> <ul style="list-style-type: none"> <li>- I Love Cirencester and the Advent Festival</li> <li>- Feasibility of a Fashion Show in November/assist with organisation</li> <li>- Work with Cirencester Local Business</li> <li>- Develop options for Website</li> <li>- Advance Planning for 2010 for Chamber of Commerce</li> </ul>
<p><b>5.</b></p>	<p><b>COTSWOLD DISTRICT COUNCIL VISION UPDATE</b></p> <p>There was nothing new to report.</p>

6.	<p><b>MEDIA UPDATE</b></p> <p>Andrew Tubb reported that he had had a meeting with Graham Day of BBC Radio Gloucestershire and was in discussions relating to a series of broadcasts about the Community Plan leading up to the Advent Festival.</p>
7.	<p><b>ANY MATTERS NOT INCLUDED ON THE AGENDA WHICH ARE URGENT AND NEED TO BE DISCUSSED AT THIS MEETING</b></p> <p>None.</p>
8.	<p><b>TO CONFIRM THE DATE OF THE NEXT MEETING OF THE STEERING GROUP SCHEDULED FOR MONDAY 14<sup>TH</sup> SEPTEMBER 2009 AT 6.30 P.M. IN SUITE 3, DYER HOUSE</b></p> <p>The date of the next meeting was confirmed as being on Monday 9<sup>th</sup> November 2009 at 6.30pm.</p>
9.	<p><b>FUTURE MEETINGS OF THE STEERING GROUP, AT 6.30PM IN SUITE 3 DYER HOUSE:</b></p> <p>2009 Monday 14<sup>th</sup> December</p> <p>2010 Monday 8<sup>th</sup> February Monday 8<sup>th</sup> March Monday 12<sup>th</sup> April Thursday 13<sup>th</sup> May (Annual Meeting)</p>

A Lichnowski  
Chairman