



Hartfield Parish Plan

Working Meeting - 31 March 2004



Agenda



- Introduction – topics and funding
 - Kevin Hawes, Facilitator
- Break into topic teams
 - Environment and Transport
 - Housing and Planning
 - Tourism and Business
 - Recreation
 - Young People
- Vision – best / worst / achievable
- Next steps for each topic team
- Feedback to whole group
- Steering committee

The Action Plan Process



- Initial work
 - Setting the foundations
- Creating the steering group
 - Starting the process and keeping it rolling.
- Plan the consultation
 - Involve everyone, not just the 'usual suspects'
- Consider the costs involved
 - obtain funding
- Community voices:
 - Gathering consultation responses and analysing data
- Bringing things together
 - Create your draft Action Plan
- Pulling the plan together
 - Developing the final action plan
- New directions and concrete actions
 - Obtaining project funding, training and working in partnership
- Build on your successes
 - Monitor, evaluate and review
 - look forward



Topic Areas

Voting from last meeting



1	Environment	75	10	History	38
2	Housing	70	11	Infrastructure and Services	38
3	Young people	61	12	Community	37
4	Transport	58	13	Village organisations	36
5	Planning	54	14	Agriculture	30
6	Tourism	50	15	Support services	30
7	Business and Employment	41	16	Communications	21
8	Recreation	41	17	Churches	20
9	Crime	40	18	Retired people	20

Prioritise, combine, select top topics

Parish Plan Team Suggested Structure



Topic Teams - Vision



- In each working group develop a vision of the parish in ten years' time:
 - Worst case
 - In an ideal world
 - Identify what range of outcomes might actually be achievable

Topic Teams – Next Steps



- What are the key topics our group will focus on? Should we work on them together or give specific topics to particular people?
- What information might we need to obtain, or who might we need to get expert advice from?
- What questions might we want to ask the public to understand what they want?
- Appoint one or more representatives to present back your findings
- Appoint someone to chair the group
- Identify possible dates for the group to meet again, and agree any specific actions to be taken before the next meeting. Ensure chair has everyone's name, address and phone number.

Topic Teams – Feedback



- 5 minute presentation to the whole group

Steering Committee



- Agree terms of reference
- Appoint a chair
- Resolve to open a bank account
- Agree date of next Steering Committee meeting to plan the process of building a Parish Plan
- Communicate!