



## **NOTES OF A MEETING OF VILLAGE REPRESENTATIVES AT THE OLD SCHOOL, DEBACH ON 25<sup>th</sup> MAY, 2016.**

### **1. Present**

Don Taylor (Debach), Tony Fryatt (Clopton), Colin Hedgley (Great Bealings), David Hook (Otley) Pauline Procter (Tuddenham), Peter Kendall (Grundisburgh), Beth Taylor (Note Taker).

### **2. Apologies**

Martin Lyne (Charsfield), Terry Everett (Swiland/Witnesham), Edward Creasy (Burgh), Stephen Whinney (Burgh), Denise Head (Little Bealings), Gillian Benjamin (CAS).

The difficulty of organising a meeting when most group members were available was noted.

### **3. Agreement of Minutes of Previous Meeting**

These were unanimously approved.

### **4. Matters Arising from Previous Minutes**

The paper from ML regarding problems in Charsfield in respect of roundels, etc, had not yet been circulated.

**Action Point:** ML to circulate the paper to group members.

DT gave an update on the problems experienced by Charsfield and said he understood that some work was now due to begin.

DT had conducted a second VAS survey of Debach residents in order to get feedback from those who had not previously replied. 21 households had now responded altogether, of which around 75% were in approval of a purchase.

**Action Point:** DT, PP and CH to discuss how to move forward regarding purchase of a VAS.

CH had circulated a paper on how SAVID may arrange for chairing of the group and meetings in the future. It had been received very positively.

## **5. Annual Review**

### **5a Chairperson's Report**

The Chairperson's report was accepted. PP commended DT on his chairing of meetings.

### **5b. Treasurer's Report**

CH presented the accounts (see Appendix A). CH was thanked for his work on these.

**Action Point:** DT to send a copy of the accounts to the Funding Officer of SCDC Economic Development and Regeneration in response to their standard request for information on how the ECB grant had been used.

## **6. SAVID New Ways of Working**

CH led in this discussion, having submitted a paper on new ways of working for SAVID. The plan suggested by CH was for each village representative to take a turn in chairing the group for a short space of time (eg three or four months). The person chairing would arrange for a meeting in his/her home village. Residents of that village would be invited to attend. It is clear, however, that people cannot hold two posts (eg Treasurer and Chairperson). The group backed the plan. CH proposed that there should be a list of which village representative would chair when. This would enable SAVID to have a clear view ahead for at least 18 months. TE had shown a preference for tenure of the chairing role to be limited to three months.

The proposal of having a clerk/secretary was discussed and it was felt that the role, if the post was held over a longer term, would provide some consistency in SAVID's work. The sum of £9.00 per hour was discussed with perhaps two hours of work per month and two hours per meeting. It was envisaged that the overall cost would be around £240 per year.

**Action Point:** CH to look into whether he could assist in finding funding for the role of Clerk/Secretary.

TE had mentioned that he knew someone who was interested in the role.

The overall proposals from CH would require careful planning of meetings.

DT suggested that there should be a transitional Chairperson to enable the next incumbent to plan for a meeting early in their tenure of the role. Having meetings timed in this way enabled local issues to be raised and addressed. Under this proposal, the next Chairperson would be the current Vice-Chairperson – thus providing a lead into occupancy of the main role. This arrangement would also help continuity.

**Action Point:** CH to make out a schedule for the roles of Vice-Chairperson and Chairperson and circulate this.

CH wished to continue in the role of Treasurer, which was supported by all. PP offered to be Chairperson at the first meeting in September and serve for three months.

It was noted that ML, EC, DHead and TE had all approved CH's proposals as set out in his paper.

DHook and PK would not be able to take on the Chairperson role this year. However, if necessary, they would look to get the role filled during the period before their villages were due to host a meeting.

It was agreed that until the end of the meeting, DT would continue to act as Chairperson.

## **7. Extension of SAVID Brief to Cover Dangerous Driving**

This agenda item arose from an agreement with EC last year to discuss the matter at the next AGM.

PP asked how evidence could be collected about dangerous driving and how the problem could be measured.

TF advised that there were many problems in Burgh, eg lorries going into hedges.

It was agreed that, if an incumbent Chairperson wished issues of dangerous driving to be considered during their tenure, this would be possible. It might also enable links to be established with other road safety groups.

## **8. SAVID Elections**

### **8a. Chairperson**

**Action Point:** CH to approach TE to ask if he would be transitional Chairperson.

Vice-Chairperson would be PP, who would work with TE in the months to the next meeting. The transitional Chairperson would not be required to organise a meeting during the intervening period.

It was noted that the amount of work required of the transitional Chairperson would not be significant. Essentially, the Constitution would require slight modification to accommodate the new ways of working and the suggested Clerk/Secretary would need to be approached and the role discussed.

### **8b. Treasurer**

CH offered to continue as Treasurer. This was proposed by PK and seconded by TF.

### **8c. Clerk/Secretary**

This election was deferred (see Action Point below).

**Action Point:** CH to contact TE regarding the person interested in the Clerk/Secretarial role.

### **8. AOB.**

PP asked whether it might be possible to arrange forthcoming meetings using a 'doodle poll'. This was agreed. However, consideration also has to be given regarding the availability of venues for meetings. TF commented that he is able to attend Friday meetings.

### **9. Date of Next Meeting**

To be arranged by current Vice-Chairperson.

## Appendix A:

### SAVID End of Year Financial Report as of 24/5/15

#### Account opened 2/3/15

Money Paid In		Money Paid Out		Invoice #
9/3/2015	£2.00			
18/3/15	SCDC	£1,599.80		
15/5/15	Credit	£100.00		
16/6/15		Cheque 0001 CAS Insurance	£23.07	1
19/6/15		Cheque 0002 Blue Panda Ltd	£680.40	2
1/7/2015		Cheque 0004 Amazon Gift Vouchers	£75.00	3
1/7/2015		Cheque 0005 Amazon Gift Vouchers	£30.00	4
6/7/2015		Cheque 0003 Clopton Village Hall	£45.00	5
31/7/15		Cheque 0006 Don Taylor Invoices	£237.47	6
	£1,701.80		£1,090.94	

1701.80 -1090.94 =£610.86.