

Meriden Parish Appraisal Steering Group

Minutes of the meeting held 17 July 2008 at the Heart of England Club

Present: Iain and Tessa Roxburgh, Rosie Weaver, Paul Lee, Angela and Michael Edkins, Lis Willis, Sharon Tuersley

1. Apologies: Ian Tuersley, Shirley Goodsir, Mel Lee, Gerry and Joan Russell, Michael Dawkins, Joanne Hope, Will Markham, Pat Wright

2. Minutes of the last meeting were agreed

3. Matters arising from the previous meeting

3.1 Housing and Playing Field Development - Solihull MBC have decided to go back to the original list of tenders.

4. Household Survey

593 surveys have been entered online to date. The target date for completion of all 700+ surveys is the end of July but it would be helpful if we could finish this stage sooner. Paul will contact the remaining volunteers to check progress and see if we can help them if required.

Action: Paul

There was some discussion about a very small number of blank forms. It was agreed that these forms were returned and should count in our returns' figures.

5. ESOS Report

Iain spoke with Phil Greenaway on 17 July 2008 and two points were raised:

- There were a number of surveys that have completed more than one choice in the 'most important' column. Angela suggested that where this occurred the 'most important' column should be downgraded to 'important' to avoid skewing the analysis. The group agreed.
- Phil has been investigating whether other parishes are interested in doing an Appraisal and how ESOS can facilitate this. Although issues of Intellectual Property and copyright were discussed, in principle, the group are content to allow ESOS to use Meriden as an example. Moreover we are very happy to share our experiences with other Parishes as we benefited significantly by looking at other parishes' work. However, it may require a different approach if it becomes very commercial.

6. Theme Groups

Paul suggested that we look at the back sheets of the surveys to see who has volunteered and they may be able to help us with this next stage of the work.

Iain suggested that all the groups look at their theme to see what information they require so that he can contact Solihull officers and get the data lists e.g. number of traffic accidents on specific roads.

Action: ALL

7. Amended Core brief

Iain suggested that the short report should be completed by the end of August. He reiterated that the theme groups need to report on what the people of the Parish have said and what the actual facts and figures say in comparison.

Julie will ask Sarah Markham if she would like to help out with the Community and environment group.

Action: Julie

8. Production of Appraisal Report

Following a discussion about Awards for All and Solihull MBC funding and the timing constraints, it was agreed that a draft report would be ready in September for publication and distribution sometime in October.

Iain will produce an outline of the report with options so that we can discuss how it the final report will look.

Action: Iain

We will also have the ESOS report so we will be able to compare this with the themed groups' information.

9. There was no other business.

10. Date of next meeting is Thursday 14 August 2008 at 7:30pm in the Heart of England Club.