

MINUTES

20:00hrs Wednesday 1ST July 2009

Venue – back room, The Fox Pirton

Present: Pam Waters, Rodney Marshall, Steve Goodman, Sheila Millar

Apologies: Sue Evans, Diane Bailey, Huw Evans, Hugh McConnellogue. Penny Picken

Non-Attendees: Rita Norgate

Item	Title	Key Discussion Points	Action
1	Approve Minutes as distributed from meeting 3 rd June 2009	Agreed and Published	
2	Parish Council Open issues. PW/RM	<ul style="list-style-type: none">Data Protection – All now completed, cheque is being sent for cover. Copies needed from the Parish Council minutes showing details of PPPSC, incorporating Data Protection and Insurance have been published, this will enable our 'Terms of Reference' to be published.PDF form of 'TOR' need to be sent to RM to be published	PW to ask for copies from Jenny Smart PW to send copy to RM
3	Pirton Organisation questionnaires SE	<ul style="list-style-type: none">Most of the questionnaires have been completed and given to PP for collation, it was discussed at length that this is the most important part of the PPCSC going forward and was a very high priority.RM needed a electronic copy of the questionnaire to complete for the Neighbourhood Watch.	PW to follow up with PP PW to send copy to RM RM to email details of contact to SG

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		<ul style="list-style-type: none"> SG needed Name and Address of contact for Bury Trust 	
4	Risk and Threat analysis feedback	<ul style="list-style-type: none"> HE had advised the chair that not all of the feedback forms had been received, he needs all forms electronically to be able evaluate the 'high risk' items to be incorporated into the Parish Plan 	All Risk and Threat forms need to be completed and sent electronically to HE by the 10/7
5	Update on Visit from Hertfordshire Rural Services and/or Ickleford and Codicote Parish Plan Committees DB	<ul style="list-style-type: none"> The Committees were advised of the PPCSC and the work that they are trying to achieve 	
6	AOB	<ul style="list-style-type: none"> RM/SG/PW/SM all read and discussed the article, that HMC had prepared, regarding the organisation questionnaires, to be published in the Parish Magazine RM stated that Minutes of the meetings should be distributed within 1 week of the meeting and the Agenda need to be sent to the committee 1 week prior to the meeting. A long discussion took place concerning the Organisation questionnaires, it was felt that this was the starting point for the committee to go forward, and it seemed to be making slow progress. We need to discuss this at length at the August meeting and make decisions re a 'Forward plan of Action' 	<p>Some amendments to be made, PW will correct and amend and send to HMC for agreement and publishing</p> <p>SM to action</p> <p>Chairman to action</p> <p>PW to discuss with PP collation of questionnaires</p> <p>Invite needs to be sent to HD to attend the September meeting</p>

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		<ul style="list-style-type: none"> <li data-bbox="661 354 1549 423">It was felt that the committee would benefit from Herbert Dzapata (Herbert.dzapata@cdaforherts.org.uk) attending a meeting and having an input for the way forward 	
	Next Meeting	<ul style="list-style-type: none"> <li data-bbox="751 613 1018 673">5th August 2009 Back room of The Fox 	