

Prestwich Village Neighbourhood Forum
Minutes for Management Team meeting 8th January 2025

Attendees:

Steve Devine (SD) (Vice Chair)
Jonathan Towers (JT) (Secretary)
David Stanley (DS)
Gill Boyle (GB)
Akshay Ramsingh (AR)
Anne Clarke (AC)
Tod Petrov (TP)

Apologies:

Carol Baker-Longshaw (CBL) (Chairperson)
Steve Wright (SW) (Treasurer)
Dan Weegmann (DW)

1. GB provided an update on progress with the Design Code. Comments have been issued to AECOM on the draft version issued to PVNF and a meeting to review the completed draft will be required with BMCC, likely at the end of February.

Action - AECOM

2. GB provided an update on the work ongoing for the NP. Current tasks being undertaken include the local centres study (commercial/ planning use classes) and the historic buildings schedule.

Action – GB (MT to input where required)

3. PVNF are currently reviewing the green infrastructure study being undertaken by PEF, for inclusion within the NP. GB will return any comments and liaise with DW.

Action - GB

4. GB advised that she will contact Jon Herbert (Troy) in the coming days to provide him with an update and understand the next steps for Troy.

Action - GB

5. GB advised that she requires assistance from MT members for the mapping work which will be issued to Troy once complete. It was agreed that a NP sub group meeting would be arranged following the AGM, to discuss this and other outstanding tasks.

Action – JT/ GB to arrange meeting.

6. GB agreed to issue the list of local assets to the MT for review and comments.

Action - GB

7. AR provided an update on the status of completing the CIC application. A new constitution wording needs to be written in order to comply with CIC guidelines. MT directors (CBL/ SD/ JT/ SW) required to sign application and payment of £35.00 to be made in order for application to be submitted. It was agreed that we should aim to action this and make the application before the next MT meeting in February.
 - Action – AR to write new constitution and review with MT**
 - Action – AR to circulate digital form for signing by directors**
 - Action – SW to write cheque/ transfer money as required**
 - Action – AR to submit completed application**
8. SD suggested that current directors are asked to advise if they are happy and willing to continue in their current roles. With CBL being absent from the meeting, it was agreed that MT would check that she is happy to continue in the role of Chairperson for the following 12 months.
 - Action – JT/ SD to speak with CBL**
9. Preparation for the upcoming AGM on Saturday 8th February at 10am was discussed. Comms are required to be sent out on facebook and uploaded to the website ASAP to advise the public of the AGM and community engagement meeting to follow it. A digital presentation needs to be created for both AGM formalities (incl. treasurer's report) and NP update/ consultation.
 - Action – JT to create poster for facebook/ website**
 - Action – poster to be printed and distributed in the village (volunteers required please)**
 - Action – JT to create digital NP update presentation (based on last year's)**
10. DS agreed to forward copies of Phillips Park Barn CIC bank statements evidencing grant payments received from Locality and any invoices paid to Troy for the NP work, for the treasurers report.
 - Action – DS to forward relevant bank statements in PDF format**
 - Action – AR to complete treasurers report**
 - Action – SW to provide PVNF bank statements to AR in PDF format (to be saved on Google Drive)**
11. TP agreed to collate all of the community engagement materials from previous sessions – map, posters, post-its, pens etc.
 - Action – TP to collate and bring all materials to the AGM**
12. JT suggested that the forum kindly asks if Madeleine (MMc) would be able to provide the children's corner for the community event (colouring materials, refreshments etc).
 - Action – JT to speak to MMc**
13. DS kindly offered to post the digital poster for the AGM/ NP update on the Phillips Barn CIC facebook page.
 - Action – JT to issue jpeg of poster to DS once complete**

A.O.B

SD raised a suggestion that the forum discontinues its use of "X" (Twitter) for social media posts, instead focussing on facebook and the website. The MT members present agreed unanimously.

Next meeting Wednesday 5th February, 7pm, Crooked Man.