



Stapleford Regeneration Group

Minutes: 7th July 2005

“Working Together for a Successful Stapleford”

Attendees

Gareth Whitaker	Broxtowe Borough Council	Rik Sharma
Mark Bolton	Broxtowe Borough Council	Vince Croke
Barbara Brooke	Stapleford Core Group	Cllr Michael Rich
Cllr Brian Wombwell	Broxtowe Borough Council	Kevin Bethell
Alderman Tom Martin	Age Concern	Nicola Boyles
Goff Walt	Resident	John Lockwood
Barbara Demitriou	Andy's Fish Bar	
The Manager	Dominos Pizza	

Apologies

Stapleford Town Council
The Crooked Club
Broxtowe Borough Council
Bethell's
Broxtowe Borough Council
Tile Warehouse

1. Welcome, apologies & minutes from the last meeting

Minutes were presented and accepted as a true record of the meeting.

2. Vacant Unit Window Displays

GW updated the group on progress of making contact with owners of vacant units throughout the town centre, to install displays in their windows. Land registry searches have been carried out for each property to obtain contact details for owners. A letter was then sent to each owner as well as to each vacant unit, containing details of the group's proposal and requesting that they make contact with GW. A copy of the Keeping Up Appearances application form was also included, with details of the enhanced grant rate of 75% grant aid available to long term vacant units.

So far, GW has been contacted by one owner, Michael Wilson of Michael's Wood Floors. He approved of the scheme and welcomed any efforts to enhance the appearance of the town centre and its vacant units. GW to make further contact to arrange the installation of the displays.

Action 1

3. Town Centre Litter Surveys

GW presented the final version of a survey to be conducted throughout the town centre to assess litter. The survey will include the assessment of various types of litter throughout the town centre, as well as assessment of issues such as litterbin provision, graffiti and dog fouling. The town centre has been split into nine separate zones, each to be surveyed separately, at different times of day. Also presented were photos to be issued to the surveyors to help them accurately gauge the litter scale.

A number of volunteer surveyors were signed up and issued with survey packs. For the survey zones where a surveyor had not been signed up, GW to contact local businesses to request their participation.

Final survey packs will be sent out to volunteers in the coming weeks, and a provisional survey period of the last week of July was agreed on, although this is flexible dependent on the availability of group members.

Action 2

Action 3

4. Town Centre Street Furniture Surveys

A second survey was presented to the group covering street furniture issues including bollards, benches, pedestrian guardrails, tree guards etc. Group members conducting litter surveys were also asked to carry out this one-off survey at the same time. The results of the survey will be used to move, remove, repair, replace or upgrade existing street furniture where necessary, as well as assist with the formulation of a long term maintenance programme.

This survey will be mailed out to volunteer surveyors along with the litter survey pack.

Action 4

5. Any other business

a. Newspaper

Goff Walt updated the group on progress with the idea of a community newspaper to promote Stapleford. Plans for the newspaper at present are for it to be a 16 page publication to include a full colour Front and back cover (inside and out) as well as a 4 page full colour centre spread. The remaining pages will be black and white. The aim is to produce 20,000 copies, on a quarterly basis. Advertising costs are still to be finally agreed, but the balance between adverts and editorial/features is expected to be approx 50/50.

Once costs are confirmed, Goff Walt is to supply GW with details to be included in a leaflet to be distributed to businesses.

Action 5

The publication will be run by a committee made up of John Lockwood as Chair, Goff Walt as Secretary and Barbara Demitriou as Treasurer. GW has passed Goff Walt details of a constitution that the Publication Group will need to officially adopt to become a formal group, and a 'community group' bank account can be set up on the back of this. All these formalities are necessary if the group is to receive funds from businesses or local authorities towards adverts.

It was also agreed that the publication is to be known as 'Stapleford Matters'.

Action 6

Date of Next Meeting

Thursday 4th August 2005, 6.00pm, Carnegie Centre.

Actions:

- 1. GW to make contact with Michael Wilson to arrange installation of window display.**
- 2. GW to sign up business volunteers to conduct surveys in remaining zones**
- 3. GW to send out survey packs to volunteer surveyors**
- 4. GW to include Street Furniture Survey in packs sent out**
- 5. Goff Walt to provide info for leaflet to be distributed to businesses**
- 6. Goff Walt to organise meeting for 'Stapleford Matters' Group to adopt constitution.**