**Peterston-super-Ely Community Council**

***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the Community Action Planning Committee Meeting held at 9.15am on 26th October at Peterston super Ely Church & Community Hall**

**Present:** Cllrs K Hurley, D Powell and D Field

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies** None

1. **Review and approval of minutes from June meeting**

The previously circulated minutes were agreed as approved as accurate by all.

1. **Review of results of community action planning questionnaire – pre circulated**

The results of the questionnaire were reviewed. Key themes were discussed. It was agreed that the Clerk would provide some further analysis in order to pull out all the key themes and quantify how much they are referred to.

All specific projects that had been raised by respondents would also be pulled out for further discussion.

The Clerk would then provide the results to the Community Council in advance of the November meeting, and identify any other organisations that matters can be reported to e.g. CRC and Village Hall.

1. **Discussion of method of drafting of community action plan**

Cllr Field then referred to his previously circulated draft objectives. These were discussed and agreed as a good starting point, these would then be referred to the main Council for approval.

1. **Discussion of community action planning meeting to include decisions on content, method of facilitation, advertising etc.**

The Clerk provided an update from the Creative Rural Community meeting she attended, which included a report back from a consultation meeting that had been held in Ystradowen Village Hall. This involved an external facilitator and people working in groups. This was agreed as a good idea and it was suggested that groups could investigate solutions for key themes such as Traffic/Roads, Elderly, Young People. An additional sheet could be up there for ideas, volunteers for a Peterston Festival. The key themes of the questionnaire could be presented at the start of the meeting as well as a brief explanation of the new grant process.

*AP Clerk to source an external facilitator if possible*

The Clerk confirmed the meeting had been booked in the small hall and she would get hold of required materials e.g. Flipchart, Pens etc. and also refreshments.

*AP Clerk to advertise the planning meeting using the web, social media, posters, email lists etc.*

1. **Discussion of potential planning activity for young people**

It was agreed that Cllrs Hurley and Powell would attend the Stakeholder Event meeting at the school in order to get information from the pupils and parents present. The committee would also like to raise with the Community Council on whether a young person representative can attend Community Council meetings.

*AP To be discussed at November ordinary meeting*

The marketing for the action planning meeting would also state that young people are welcome.

1. **Discussion of feedback of community action plan with villagers**

It was agreed that the completed action plan report would obviously then be completed after the action planning meeting, and made public via the Clerk, Web etc.

The meeting was closed at 10.25am.