



Steering Group

Agenda

Council Chamber, Town Council Offices, Cricklade

7 pm, Thursday 29th October 2009

Steering Group							
Brian Atfield		Tony Clements		Mollie Groom		Jacqui Lay	Lisa Mitchell
Richard Pagett (Chair)		David Tetlow		Veronica Stubbings (Vice Chair)		Clive Wilce (Treasurer)	
Observer(s) Guest(s) Officer (s)							
Karen Scott (CAM WB and C Area)				Julia Stacey (WC)			
NCAP Admin Officer Stuart Rudd				+ Present		* Apologies Received	
						# No Apologies Received	

Item	Topic				
1	Minutes of last meeting				
2	Actions carried over				
3	Items agreed by email since last meeting				
4	Area Board Update				
5	Admin Officers Report				
6	Treasurer's Report				
7	Full Partnership				
8	Terms of Reference Update				
9	Community Plan Update				
10	Issues raised with Area Board Update				
11	Other Events				
12	WFCAP Update				
13	<p>NCAP Promotional Ideas and Actions</p> <p>Produce a web site Produce an electronic newsletter Write small articles for local magazines Advertise NCAP in community areas such as Libraries Support other events (e.g. Greener Living Road Show) Identify other community groups and liaise with them – offer NCAP support Provide a network across parishes in Area</p>	<p>Develop and use Partnership List Help with Broad Town Speed Limit project Obtain business cards MG to approach WFCAP and discuss how to join Wiltshire CAPs together to obtain climate change funding Kerbside recycling – plastics and cardboard required Raising awareness in those who are entitled to benefits/grants how to get those benefits e.g. cavity wall insulation</p>			
14	AOB				
15	Next Meetings				
	Date	Time	Group	Venue	<p>For further information</p> <p>Stuart Rudd, NCAP Administrative Support</p> <p>07895534779 or ask@ncap-northwilts.org</p>
	12 November	6:30	Full Partnership / AGM	Marsh Farm, Wootton Bassett	
	02 Dec 09	6:30	Area Board	Lyneham, Primary School	
	27 Jan 2010	6:30	Area Board	Purton Village Hall	
	24 Mar 2010	6:30	Area Board	Marsh Farm, Wootton Bassett (TBC)	