

The Community Action: Whitley & Shaw (CAWS) committee met at the Head Shed at 7pm.

1. **Welcome / Present /Apologies:**

Peter welcomed everyone to the meeting.

2. **Present:** Peter Richardson; Lesley Sibbald; Nick Adsett; Mary Pile; Joan Boorer; Ann Harrison; Mike Booth; Dan Pike; Kirsty Jamieson; Maureen Hibbot; Alex Lunt.

Apologies: Pippa Richardson; Alison Candlin.

3. **Actions from previous meeting**

#	Action	Responsible	Status
1	Covering letter for Slow Down Stickers	Mike, Peter	Complete
2	Offer of Mediation for Spindles/SWCH	Martin	Complete
3	Publicise local events	Martin, Mike	Complete
4	Phone Box Library – housekeeping while Maureen is on holiday	Dan	Complete
5	Provide Christmas Tree	Pippa, Peter	Complete
6	Make CAWS tree baubles and signs etc	Mike, Lesley	Complete
7	Decorate tree	All	Complete
8	2023 Summer Event – discuss with The White Hart	Mike, Nick	Complete - White Hart not interested in sharing event
9	Display Case for Jubilee Crown	Nick	Outstanding - Awaiting response from Shaw school
10	Issue Slow Down Stickers Delivery (First Batch)	Joan, Anne, Dan, Peter, Nick	Complete - Issued to deliverers at the end of the meeting
11	Sites for Chatty Bench	All	Complete - Covered at item 4.3
12	Seek update from MP re Broadband upgrade status	Dan	Complete – Covered at item 7

4. **Chair Report discussion:**

Peter confirmed that, following the trial at the last meeting, he would use the table at the end of his chair report to highlight items for discussion. The report had been circulated to committee members prior to the meeting. (Further copy attached with these notes.)

- 4.1. **2023 Summer Event:** Event to be a ‘Young music’ themed event on Saturday 17 June 2023. Subcommittee to meet 8 Feb 2023 @ 1900 in the Headshed. **Action: Nick/ Mike / Alex / Joan / Peter / Lesley**

- 4.2. **Topography Signs:** Following discussion Peter agreed to draft a template sign and speak to Teresa (MWPC) about possible production. Articles in Connect, Facebook and WhatsApp to be used to try to enlist anyone who had historical information / interesting stories about the villages. All committee members to try to find potential contributors. **Action: Peter / Lesley / All**
- 4.3. **Chatty Bench:** It was agreed that the existing benches at the Methodist Church and outside Shaw Village Hall would be most suitable. Mike to design a suitable sign. **Action: Mike.** Peter to advise the Methodist Church. **Action: Peter.**
- 4.4. **Tree Planting:** Lowdens to be contacted again to agree species of trees and timeline for supply. Lesley to then visit residents near proposed sites to explain what is planned. Mary suggested that guards should be considered to protect the young trees. This, plus any associated costs, was agreed. **Action: Peter / Lesley**
- 4.5. **Warm Spaces:** Several warm spaces had been identified in the villages, including the Methodist Church, Spindles, Whitley Stores (in the Reading Rooms) and the Friendship Club (in Shaw Village Hall). Peter & Mike to design a sign to advertise the locations. **Action: Peter / Mike**
- 4.6. **Bus stop interactive displays:** MWPC proposes to install interactive displays at the ‘most – used’ bus stops in the villages. The following stops were agreed: Pear Tree (Whitley), Beltane Place (Shaw Hill), Corsham Road / First Lane (Whitley). Peter to feedback to MWPC. **Action: Peter**
- 4.7. **Shaw Church Christmas Tree Event:** Complete; a successful and well attended event.
- 4.8. **Publicising Local Events:** The committee also agreed to encourage more awareness of events in the area, primarily through Connect. Peter to consult with the editor of Connect. **Action: Peter**
- 4.9. **Venue:** Following discussion the committee unanimously agreed that the Headshed was a perfect venue for future meetings and that CAWS would be content to pay the appropriate rental cost at the same rate as for Shaw Village Hall’s use. **Action: Pippa / Joan**

5. **General Finance Update – Joan**

Joan provided a summary of the CAWS accounts as follows:

- Balances at last meeting: CAWS £6599.03 / CEG £584.44 / Total £7183.87
- Payments: £250 Foodbank Donation / £18.99 Envelopes / £10.00 Toner costs
- Current Balances: CAWS £6320.04 / CEG £584.84 / Total £6904.88

For information / comparison the balances @ 31st December 2021 were:

- CAWS £3204.76 / CEG £436.59 / Total £3641.35

- 5.1. As the deadline for grants was approaching, it was agreed that CAWS should seek match funding for some of CAWS unavoidable and planned expenditure. **Action: Peter**

6. **Whitley Stores Update – Alison**

No update as Alison had been unable to attend the meeting. In discussion on possible progress, it was mentioned that several SWCH members and volunteers had approached CAWS committee members, about the

lack of communication / consultation from the Steering Group. An update from Alison would be appreciated.

Action: Alison

***Post Meeting Note:** Nathan Hall, SWCH Chair emailed members at 2205 on 11th January stating that the SWCH committee are working up a proposal which will be sent to members by the end of January and their feedback sought. After this consultation is complete the committee would initiate creation of the new Whitely Stores.*

7. **Broadband Project Update – Dan**

Dan advised that no responses had been received from the local MP since November 2022 and that there seemed little point in pursuing anything further at this time. He would keep a watching brief on any developments. Mike suggested researching EE5G as an alternative source of internet provision. **Action: Dan.**

8. **Speedwatch/Speed Reduction Initiatives – Kirsty**

Kirsty provided a comprehensive summary of recent developments – see attached. The committee were encouraged by the success of Kirsty's endeavours and agreed that the possibility of purchasing (or match funding) our own SID or ASC should be considered further. Peter, Kirsty and Lesley to meet with MWPC to continue to discuss speed reduction initiatives and potential funding/match funding options. Peter to arrange a meeting.

Action: Peter.

8.1. Slow Down stickers for Corsham Road, Shaw Hill and Top Lane were issued at the end of the meeting volunteer for delivery. **Action: Peter, Joan, Dan, Nick, Anne.**

9. **Phone Box Library – Maureen**

Maureen reported that there had been a deal of water damage to the books recently, due to the inclement weather conditions. She also asked if there was anyone in the villages who might be able to help with stocking the library with suitable books and housekeeping. This could be done through social media and Connect. **Action: Maureen to draft something to advertise through the CAWS WhatsApp group / Peter in Connect / Lesley in Shaw & Whitley Facebook Group.**

10. **Litter Pick – Lesley**

The date of the next litter pick was agreed for 6 March 2023. **Action: Lesley**

11. **AOB – Peter/All**

Lesley reminded the group that Wiltshire Council were currently focussing on filling potholes and encouraged everyone to report any that they discovered. Lesley briefed the committee on the Melksham Town questionnaire regarding the potential purchase of a Maypole. It was decided that such a purchase would provide little benefit to our community. Lesley to feedback to Melksham Town. **Action: Lesley.**

12. **Date of Next Meeting – Wednesday 15 March 2023 at The Headshed, commencing at 1900.**

13. Outstanding Action Summary

#	Action	Responsible	Status
9 (Dec 22)	Display Case for Jubilee Crown	Nick	Awaiting response from Shaw school
1 (Jan 23)	Summer Event Subcommittee Meeting 08/02/23.	Nick, Mike, Alex, Joan, Peter	
2 (Jan 23)	Draft template topography sign and discuss with MWPC	Peter	
3 (Jan 23)	Source local historian for topography sign content	Peter, Lesley, All	
4 (Jan 23)	Design Chatty Bench sign	Mike	
5 (Jan 23)	Consult with Methodist Church re a Chatty Bench at that site	Peter	
6 (Jan 23)	Purchase Tree Guards	Peter, Lesley	
7 (Jan 23)	Design Warm Space poster/sign	Peter, Mike	
8 (Jan 23)	Advise MWPC re potential bus stop interactive sign locations	Peter	
9 (Jan 23)	Consult with editor of Connect re publishing a list of upcoming events	Peter	
10 (Jan 23)	Prepare a Grant application for MWPC	Peter	
11 (Jan 23)	Consider EE5G broadband solution	Dan	
12 (Jan 23)	Meet with MWPC on speed reduction initiatives	Peter, Kirsty, Lesley	
13 (Jan 23)	Deliver Slow Down Stickers to Corsham Road, Top Lane and Shaw Hill properties	Dan, Anne, Joan, Peter, Nick	
14 (Jan 23)	Seek support for Telephone Box library stocking and housekeeping	Maureen, Peter, Lesley	
15 (Jan 23)	Publicise next letter pick	Lesley	
16 (Jan 23)	Feedback to Melksham Town on May Pole suggestions	Lesley	

NOTES OF THE CAWS COMMITTEE MEETING – WEDNESDAY 11 January 2023

Lesley Sibbald

CAWS Secretary / January 2023

Distribution:

Action addressees: Peter Richardson, Pippa Richardson; Mary Pile. Angela Ferris; Lesley Sibbald; Dan Pike, Kirsty Jamieson; Nick Adsett; Maureen Hibbot. Alison Candlin; Joan Boorer; Ann Harrison; Alex Lunt and Mike Booth.

Copy addressees: Melksham Without Parish Office; Councillor Terry Chivers; Councillor Phil Alford; Councillor Stefano Patacchiola; Alan Paterson, Wiltshire Police.

Enclosures:

1. Chairman's report
2. Speedwatch report