



## **Guilden Sutton Green Space (GSGS) Minutes**

**Meeting:** Wednesday 15<sup>th</sup> November 2018

**Attendees:** Sarah Jessop, Matthew Jessop, Brian Lewin, Derek Hughes,  
Tony Fisher, Amy Edwards

**Apologies:** Angela West, Jackie Tait, Alan Davis

**Note:** These Minutes are a précis of the discussions that took place. Actions are detailed in a separate document.

### **1. Launch Event Review**

55 Households were represented on the evening, of which 31 had not previously lodged their interest through the leaflet distribution, summer fair or web site.

Approximately 100 people attended including Chris Matheson (Chester MP), Margaret Parker (Local Councillor) and Imogen Brown (Guilden Sutton Parish Council Chair).

100 households are now on the project mailing list having recorded their interest.

The outcome of the short exit questionnaire was very positive with all bar one person supporting the project concept and also supporting a contribution of funds by Guilden Sutton Parish Council. The remaining questionnaire supported the project only on the Belle Vue location.

The feedback received on the evening through discussions was generally very positive. There were some individuals who it was thought attended due to concerns about the project (e.g. parking, increased traffic etc) – although it was felt that their concerns were generally allayed. More detailed notes of ideas and concerns raised will be recorded in a report of the evening. The objective of testing the interest of the village, building awareness and gaining feedback seemed to have been achieved as well as could have been imagined.

Of the two options marked on the maps the School Lane fields seemed to be generally favoured over the Belle Vue fields.



The contribution of the primary school children, through the quality, volume and detail on their work and ideas was appreciated by all; and prizes were presented to 6 of the winners.

A follow up assembly will be arranged at the school to thank them for their work, celebrate the winners success and share with them all the ideas and thoughts they worked into their designs – which have been collated for consideration.

A detailed summary report of the launch Event will be developed, with photos, and shared on the web site.

A press release will be written for the local papers to share the outcome.

The mailing list will now be updated with all new contacts and only used in line with GDPR regulations.

## **2. Structure & Constitution**

The first step to becoming a Registered Charity will be to become a ‘Company Limited by Guarantee’ with charitable objectives

Once income has exceeded £5000 in any one year then the company will be able to apply for a Charity Number. [NB The company will be able to register with HMRC for the purpose of claiming gift aid as soon as it has been set up. ie before that income threshold is met]

The constitution has been agreed and the company documents approved by the 3 Directors (Sarah Jessop, Derek Hughes and Tony Fisher) following support and guidance from Cheshire Community Action. These will now be sent to Companies House for registration, a process that should take around a week. An independent bank account will then be set up for future use - although it should be noted the Community Association kindly continue to show their support by allow us to use a ‘ring fenced’ facility within their bank account in the short term as required.

## **3. Parish Council: Feedback & Next Steps**

A formal report will be prepared for sharing the outcome of the meeting with the Parish Council. This will include a more formal request for support funding, based on the support demonstrated across the village.

The intent is that this will be circulated prior to the next Parish Council Meeting such that a decision can hopefully be made at the next meeting in December.

The Parish Council has already agreed to support the Green Space Group using the Section 106 monies available (approx. £24,000) [currently held by CWAC]. A ‘bid’ document will therefore be developed and shared with all relevant parties to obtain their support (including: Imogen Brown (Guilden Sutton Parish Council Chair), Margaret and Stuart Parker (Councillors), Chris Matheson (Chester MP)) prior to formally issuing to CWAC.



#### **4. Community Association**

The clear overlap in terms of the aims and objectives of Guilden Sutton Community Association and Guilden Sutton Green Space was acknowledged.

It was also recognised how supportive the Community Association has been to the Green Space group including offering the use of the village hall, use of their bank account and offering to fund items such as leaflet printing if required. This support has been practically very helpful.

It was agreed that the Green Space group would ask to attend a Community Association Executive Committee meeting to thank them for their support to date and also to share with them their current status and plans.

#### **4. Facility Provision from CWAC and Parish Council**

The possible statutory duties of CWAC and/or the Parish Council to provide land for allotments and recreation were discussed and it was agreed that these should be explored in more detail.

#### **5. Land**

Further discussions are required with both land-owners to better understand how well our plans align.

#### **6. Funding**

Section 106 funding will be progressed as detailed above.

Merseyside Forest will also be contacted for further discussions to better define their offer.

Corporate Funding will be sought from local companies.

It was agreed that a village social and fund-raiser should be arranged for early in the New Year – details to be agreed.

**Matthew Jessop**

**15.11.18**