

Newnham on Severn



Parish Plan

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1. Aims and Objectives of the Parish Plan Steering Group

The Aim

To produce a written plan based on a shared vision for the Parish over the next 10 or more years, which contains the detailed actions to bring this vision to fruition.

Objectives

1. To publicise to the Parish the aim of the Steering Group to develop a Parish Plan and keep them appraised of progress
2. To consult with the various organisations, businesses and individuals who live in and/or are involved in the life of the parish to determine their views and priorities
3. From the information gathered, develop a questionnaire for every household in the parish which will establish the priorities for action
4. Publish a plan for the parish which identifies these and names the various bodies within whose remit it is to bring these about.
5. Pass this plan to the Parish Council as the body who will see its implementation and regular updating

2. Synopsis

A synopsis of the percentage results and written comments from the questionnaire and views expressed on the Open Days. From these the Parish Plan Steering Group have highlighted the key issues requiring attention. Solutions to these are addressed in the Parish Plan.

A. Environment

A1 A very high percentage of people felt the general cleanliness and maintenance in the parish was good or average with Gordon Meek being recognised as doing a splendid job. By far the most written comments (23) were on people not clearing up after their dogs with a plea to prohibit dogs from the playing fields. There were further comments received at the Open Days with this view but a number of older people were concerned that dogs being prohibited from the playing fields would cause them problems.

Key issue – Dog fouling

A2 /A3 An overwhelming majority of people in the village valued the daffodils (96%), flower tubs (88%), Christmas lights (89%) and 76% felt that the Parish Council should financially support the flower tubs and 81% the Christmas lights. There were a considerable number of written comments at the Open Days on the quality, colour and position of the Christmas lights with many people suggesting uplighters would provide a good long-term solution.

Key issue – Colour, maintenance and funding of Christmas lights

A4/A5 People held a high opinion of the standard of grass cutting with well over 70% saying this was good or average and a remarkable 93% agreed that the timing of the grass cutting should continue for the protection of the daffodils.

A6 A high percentage of parishioners felt that the historic and natural features within the parish are well protected.

A7 The survey told us that 77% of people particularly valued the Clock Tower, 62% the War Memorial, 50% Castle Green and 30% the Peace Garden. Written comments highlighting which other sites or monuments people particularly valued identified the Pound (7), the Church (5), Riverside at Ferry and seat (4), Riverside walk and benches (4). There were 4 comments on the need to clean and maintain the Fountain outside the Ship. The Victoria hotel site - in this question and in a number of other areas of written comment - consistently highlighted people's concerns at its appearance and continued lack of use.

Key issue – Victoria Hotel - as this is privately owned the Parish Council are unable to take any direct action, however they have over time sought and continue to seek meetings with the owner.

A8 40% of people felt there were not enough re-cycling facilities within the parish whilst 34% felt there were. There were a number of comments on this issue at the Open Days.

Key issue – Raise awareness of existing recycling facilities in the parish and the materials accepted.

B Transport and Access to Services

B1 Own transport far outstrips public transport for access to work, shopping, leisure use and hospital visits.

B2 In answer to the question 'How do people think public transport is in the parish' 53% think it is either excellent, good or average, with 22% thinking it is poor or very poor and a further 22% responding that they do not use it.

B3 Despite the above there are a large number of people (69%) who feel they would be encouraged to use public transport if there was an accessible train station, 51% if there were more bus services, particularly during evenings, peak travel times and at weekends.

There were 28 written comments requesting a train station in Newnham or Elton with 28 looking for a later bus service from Gloucester (to enable people to spend an evening there). There were 111 comments requesting improvement of services to towns in the Forest, Lydney train station and further afield. 2 people made the cogent comment that the cost of travel for a family of 4 is cheaper by car. Comments on the Open Day supported the need for a rail station and better buses.

Key issue – Provision of rail station and improved bus services, especially late evenings from Gloucester.

B4 There was very little take-up of the community transport schemes in the parish with a number of people (6%) car sharing and 11% seeking help from neighbours/friends. It is no surprise that the great majority in the parish use their own transport. Although with an increasingly ageing population the Parish Council need to be mindful of the increasing needs of the elderly.

B5 This asked the question 'which of the following were considered to be a problem in the parish'. 89% saw heavy goods vehicles as a major problem or problem, 83% highlighted speeding traffic. Lack of off-street parking is seen as a problem by 83% and 55% see parking on pavements as a problem. These views are supported in the written comments received and there were further comments at the Open Days particularly referring to parking.

Key issue -

- 1. Reduce HGV usage of the A48.**
- 2. Continue to maintain discussion with the Masons on the possible use of their carpark and determine what other areas in the village could be used for parking or where existing usage could be improved.**

B6 There was a wide spectrum of suggestions for traffic calming measures (flashing lights, speed humps etc.) with 48% identifying more effective zebra crossings and mirroring B5 74% seeking an alternative route for HGV vehicles. The range of suggested solutions is continued in the written comments. With 18 responses believing there was a strong need for re-siting or upgrading zebra crossings to Pelican standard. Of particular note were 4 comments that the speed limit from Broadoak to Bullo Cross be reduced to 30mph.

The Open Day written comments reflected those from the survey with more suggested for particular traffic calming or safety measures.

Key issue – Improve the safety of pedestrians in Newnham and the outlying hamlets and the effectiveness of zebra crossings.

B7 While many felt (29%) that better maintained pavements would enable them to walk more within the parish, a similar number felt improved river walks would encourage this and 22% that improved lighting would enable them to get out more at night. As in B6 35% people identified a need for better or more pedestrian crossings.

In written comments the majority of people feel that walking in the parish presents no problems. 'I feel able to walk everywhere', however many of the written comments suggest that older people find it harder. The quality of pavements, the need for better street lighting, more seats, handrails, safety on zebra crossings and the fear of anti-social behaviour by the young are some of the problems they see.

There is a need expressed for the riverside walk from Westbury to Bullo to be improved.

Key issue – encourage more people to walk within the parish.

C Community Safety

C1 Only 4% of respondees felt that community safety was a serious problem, while 43% felt it was a slight problem. The main areas where problems are felt to occur particularly with young people are the playing fields/play park/skate park area, the Railway Inn and Station Rd. and the area round the Clock Tower/Corner shop.

C2 Most believe that the crimes listed in the questionnaire for anti-social behaviour are either not a problem or one they are not aware of, but damage to vehicles and late night disturbance concern over 20% with drugs and vandalism 18% and 17%.

The majority of written comments were about late night noise and where this was felt to be happening, this unsurprisingly mirrors the areas in C1 (Anti-social behaviour). Drugs and vandalism to cars especially in Station Rd. are also seen as a problem.

C3 The great majority felt that the role of local community police officer was very important/important (75%)

C4 75% of respondees did not feel they had enough information on the role of community police officer. *A copy of the questionnaire and summary of written comments has been sent to PC Roberts our community police officer – both she and Rob Gee our community safety officer attended Friday and Saturday of the Open Days, PC Roberts also attended the January Parish Council meeting.*

Key issue – Achieve better understanding of the role of the community police officer and her team and how parishioners' concerns can best be made known to the police.

D Communication and access to information

D1 65% replied that they understood a little of the role of the Parish Council, 25% completely and 8% not at all. *(A display on the role of the Parish Council, how the precept is spent etc. was mounted as part of the Parish Plan Open Days.)*

D2 62% of people felt that information from the Parish Council was either adequate or good.

D3 Responding to where they accessed village news or information 74% gave 'word of mouth' as their source, whilst 66% listed shop/house windows and local newspapers with over 40% giving notice boards and the Church magazine.

D4 The very great majority (82%) would like to have a free parish newsletter delivered regularly to their homes.

D5/6 66% of households replied they had internet access and 30% of these felt they needed faster access.

D7/8 6% of respondees said they would be getting internet access in the future, whilst 13% said that householders used internet access in the library.

D9 When asked if they would like to access parish news and information via a website, 47% said 'yes' and 46% replying 'no'.

D1/2/9 Key issue – Improve awareness of the Parish Council's role and responsibilities and of activities within the parish.

E Leisure

It was hoped that some of the answers to questions in this section would provide clarity on the positioning and need for a village hall, however as you will see from the answers although 58% see the need for a new village hall, there is no clear consensus on where this could be sited and the written comments in the questionnaire and at the Open Days reflect this.

E1 Answering the question 'how often do you use the current venues for social events', the responses were often/sometimes - Armoury Hall 74%, Club 60%, Church 46%, WI Hut 29%

E2 As to what facilities could be improved in existing venues, there was a varying degree of support for all areas to be upgraded.

E3 A third of respondees would use the Club and the Armoury Hall for private parties if facilities were improved. A similar number would support the Armoury Hall for music, plays, meetings and educational courses.

E4 In response to the question 'is there a need for a purpose built Village Hall' 58% responded 'yes', 22% 'no' and 16% had no opinion.

E5 There was also no strong view as to the most favoured site if a new Village Hall were to be built.

The written comments mentioned the Victoria Hotel and the field between Unlawater Lane and Dean Forest Farm if there was access from the A48

Key issue – Determine the options for a Village Hall and decide on the best course of action to meet the current and long-term needs of the parish.

E6 Majority support for the sale of the Armoury Hall if funding was required for a new village hall. 56% 'yes', 20% 'no'.

E7 When considering what facilities people would like to see included, a kitchen, parking and a stage were the areas that gained most support.

E8 The question was asked, if people felt there were sufficient outdoor facilities for their needs in the parish. 53% responded 'yes', 18% 'no'.

A number of written respondees identified the need for indoor sports, badminton, table tennis, bowls etc. and a number of people expressed a wish to make best use of the tennis court and create a 'users club'.

Key issue – Ensure that best use is made of the village tennis facilities

E9 It is clear from the response to the question 'what sporting facilities do you or members of your household use and are involved in' that it is the minority of residents who make use of the facilities available. Not surprisingly the Childrens' play-park response was that 36% use it and football either as a team or as a kick about, attracts 39% as frequent or sometime players.

E10 Swimming was the leisure activity which 72% of respondees said they would use often or sometimes if it were available with Badminton in second place with 38%

F Tourism

F1 in response to the question 'which of the following do you think would attract more visitors', 81% identified improved visitor parking. Providing tourist attractions/information - either interpretation panels or leaflets showing circular walks in the village as well as an art and craft centre were also identified as helping with this.

**Key issues – 1.create parking for visitors to the village.
2. Create visitor awareness of Newnham as an attractive venue.**

G Housing

This part of the questionnaire was aimed at reflecting householder's views on the housing needs in the parish.

G1/G2 In G1 people were asked if any members of their households had had to leave the parish in the last 5 years through lack of affordable housing, only 6% answered 'yes' to this, however in G2 20% identified a need for affordable housing in the next 5 years.

G3 Asked what in addition to the 27 mixed homes for which planning permission has been given in Sheens Meadow people felt was needed. Starter and affordable homes(rental) were identified by over a third of respondees and 31% of respondees identified family homes, 27% felt no additional housing was needed.

Those who had indicated a need for new homes were asked to specify where these might be built. The majority of the small number of respondees to this question (some 50) saw the area beyond the playing fields as being the site they most favour for any future development. As was pointed out at the Open Days, this may well have been influenced by the Newnham 2000 report in which this was highlighted.

Key issue – Parish Council to ensure the village's views, clearly established in the Parish Plan survey, for a wide mixture of types of housing in current and any future developments is implemented.

H Business and Economy

H1 Lydney was the most used local town for shopping with Cinderford and Gloucester following it. Cheltenham and Monmouth were used less frequently.

Written responses identified Chepstow, Ross and Bristol as towns also occasionally shopped in.

H2 When asked how often parishioners used the shops and amenities in Newnham, the Post Office 97% , the chemist 96%, the corner shop 94% were the most used.

H3 98% of respondees felt that maintaining a Post Office in the village was extremely important/important.

H4 91% saw it as extremely important/important that a library is maintained in the village.

H5 Despite cash withdrawals being available in the Post Office (for certain banks) and in the Ship Inn (against credit cards), 73% said they would use a Cashpoint if one were available in the village.

H6 People were asked to identify which shops or services they would use if they were available. By far the largest number of responses were from people looking for butchers and bakers shops, with the next highest number being keen to buy fish and chips or takeaways in the village. Not far behind were requests for DIY stores and a bank. There were also requests for a book shop and a newsagent which along with meat and bread are currently available in the village.

In view of this local retailers were encouraged to display their range of goods and activities at the Open Days.

Key issue –

- 1.To maintain the attractive and viable mix of shops currently existing in the village
2. To determine the possibility of having a 24hr cashpoint in the village.

H7 In responding to the question 'which of any of the following do you think is the best way to maintain shops and services in the village' 67% felt more visitors to the village and 13% more houses and better signage to Newnham.

The written comments mention more usage by the local population and better parking facilities.

H8 'What other sort of business/business units would you like to see in the village'

Whilst there were not a great number of responses to this question, the largest number identified shared small business units (similar to Aylburton) although half the number requested no new business units be built.

H9 In answer to the question if new businesses were available would you consider working there – 18% 'yes', 37% 'no' and 29% 'depends which business'

H10 When asked where they would like to see new businesses being accommodated, the High St. and existing buildings attracted most replies, Victoria site and Dean Farm area were also mentioned.

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
A3	Resolve the concern in the village on the colour and costs of the Christmas lights	<p>1. Establish a working group to review the issue and make recommendations on the most favoured way forward and determine how initial/ongoing funding might be achieved</p> <p>2. Way forward determined and funding in place</p> <p>3. Agreed changes (if any) implemented</p>	Christmas lights working group	Parish Council		<p>Start April 09 ongoing</p> <p>ASAP</p>	<p>Agreement on future Christmas lighting</p> <p>Recommendations in place</p>	
A3	Ensure the existing Amenities Groups (and any future initiatives by parishioners that affect the environment of the village) gain the approval of the Parish Council before undertaking any action	<p>1. Parish Council to establish a permanent Environment Group to maintain the appearance of the parish and ensure that existing and future initiatives by parishioners that affect the environment of the village are agreed with the Parish Council,</p> <p>2. Liaise with & gain the approval of the Parish Council before action is undertaken.</p> <p>3. Inform parishioners through the Parish newsletter of the Parish Council's responsibilities for maintaining the environment of the parish and the role of the Environment group</p>	Parish Council	Environment group		<p>April 09 ongoing</p> <p>June 09</p>	<p>Amenity initiatives seek Parish Council approval before being launched</p> <p>Information communicated</p>	
A8	Raise awareness of existing re-cycling facilities in the parish and all other parts of the Forest.	<p>1. Environment working group to contact the DC to find out where dedicated sites are situated and what materials are accepted</p> <p>2. Determine their long-term plans for re-cycling</p> <p>3. Using posters in the Post Office, Library and information in the Parish Newsletter, show where the various materials can be taken to be re-cycled.</p>	Environment Group	Parish Council		<p>April 09 ongoing</p> <p>May 09</p> <p>July 09 ongoing</p>	<p>Sites identified</p> <p>Information gained</p> <p>Publicity campaign mounted</p>	

Transport and Access to Services

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
B3	Liaise with GCC to determine the likely usage of a train station and additional bus routes (especially late evening from Gloucester)	<p>1 Transport working group be formed to determine what information already exists locally and nationally through other transport feasibility studies</p> <p>2. If a local case study has not been undertaken before, develop the action group to include people living in Littledean, Cinderford, Mitcheldean and some of the villages between Newnham and Lydney to collect sufficient information of the usage of a Park and Ride station at/near Elton Corner</p> <p>3. When this information has been collected (if sufficiently compelling) communicate this to District and County Council and the local MP to seek their active support.</p> <p>4. Determine to whom the case for a station and/or increased bus routes should be made and how best a feasibility study may be drawn up and by whom</p> <p>5. Mount a publicity campaign to create awareness of local transport needs and bring about viable solutions.</p>	Transport working group	<p>Parish Council</p> <p>Group expanded to include other would be user villages/Towns</p> <p>District and County Council, MP</p>		<p>July 09</p> <p>Sept.09</p> <p>April 10</p>	<p>Existing information gathered</p> <p>Need for feasibility study determined</p> <p>Acquaint Council and MP with info. gained</p> <p>Feasibility study drawn up</p> <p>Campaign commenced</p>	

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
B5	Work with GCC Highways and the Dept. of Transport to take action to reduce HGV use of the A48	<p>1.Refresh the 'A48 Group' of villages that currently meet with County Highways and seek a united view that to reduce HGV usage is of prime concern to all villages on the A48</p> <p>2. Ascertain information on the transport survey of the Cotswold area from the County Council and its implication to other road users</p> <p>3. When and if a united view is achieved by the 'A48 Group', seek support of District and County Council and the local MP</p> <p>4. Mount a concerted publicity campaign to influence Gloucestershire Highways and the Dept. of Transport to take action</p>	Parish Council	<p>Nominated representatives on the A48 Group</p> <p>GCC</p> <p>Unified A48 Group</p>		<p>June 09</p> <p>Sept.09</p> <p>Jan.10</p> <p>Oct. 10</p>	<p>United view on reduction of HGVs by A48 villages achieved</p> <p>Campaign launched and maintained</p>	
B5	Improve the parking situation in Newnham	<p>1.Parish Council to approach Masons to see if they are prepared to open some or all of their car-park</p> <p>2.Parking working party be set up to survey what other possible sites could be used for parking or where existing usage could be improved.</p>	<p>Parish Council</p> <p>Parking working group</p>	<p>Masons</p> <p>Parish Council</p> <p>FODDC planning</p>		<p>Ongoing</p> <p>May 09</p> <p>Sept.09</p>	<p>Ongoing dialogue with Masons maintained</p> <p>Survey undertaken</p> <p>Recommendations put forward to Parish Council</p>	

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
B6	Improve the safety of pedestrians in Newnham and the effectiveness of zebra crossings	<p>1.Parish Council to ask the Area Transport Manager to conduct a study on road safety in the village with recommendations as to what needs to be implemented to improve pedestrian safety and reduce traffic speed in the village and Ruddle</p> <p>2.Using the information gained from the Area Transport Manager's report, County Council, District Council and Parish Council representatives to work with County Highways Officer to implement the recommendations made</p>	Parish Council	County Council District Council		<p>May 09</p> <p>Sept. 09</p> <p>Nov.09</p> <p>2010</p>	<p>Area Transport Manager contacted</p> <p>AT Manager's report received</p> <p>Representation made to the County Highways officer</p> <p>Implementation of recommended safety improvements completed</p>	
B7	Encourage more people to walk within the parish	<p>1. Parish Council to review the concerns people have in walking along the river from the Cliff to the Ferry</p> <p>2.Determine what action if any can be taken improve this</p> <p>3. Support the action being taken by The Grange management in creating footpaths and signage to reduce the possible risk to their housemates when walking to and from the village</p>	Parish Council	Grange management		<p>May 09</p> <p>Sept.09</p> <p>April 09</p>	<p>Review undertaken</p> <p>Future action determined</p> <p>Ongoing support</p>	

Community Safety

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
C4	Achieve better understanding of the role of the Forest North Safer Community team (the Police and Community Safety Officers who look after our area) and how parishioners concerns can best be made known to the police	<p>1. Send a copy of the results of the questionnaire to PC Sian Roberts of the Safer Community team</p> <p>2. Ask members of the Safer Community team to attend the Open Days with display materials to explain his role</p> <p>3. Parish Council to provide PC Sian Roberts and members of the team with a list of 'key individuals' with whom to maintain contact and choose a parishioner to represent the parish on the Forest North Neighbourhood Police Panel.</p> <p>4. Send a copy of the Parish Action Plan to the Local Strategic Partnership (CDRP)</p> <p>5. Invite the Safer Community team to use the Parish Council newsletter/ website as required as a means of communicating the role together with an update of current initiatives etc.</p>	<p>Parish Plan Steering Group</p> <p>Parish Council</p> <p>Parish Council</p> <p>Parish website group</p>	<p>Parish Council</p> <p>LSP (CDRP)</p> <p>Parish Plan Steering Group Parish Council</p>		<p>Jan 09</p> <p>Jan 09</p> <p>April 09</p> <p>April 09</p> <p>May 09</p> <p>July 09</p>	<p>Questionnaire and supporting information emailed to PC Roberts</p> <p>Both Rob and PC Roberts attended 2 of the Open Days</p> <p>Key individual's names sent to police.</p> <p>Representative for the Neighbourhood Police Panel chosen</p> <p>Plan dispatched</p> <p>Parish website up and running with police making use of it</p>	

Communication

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
D1/2/9	Improve awareness of the Parish Council's role and responsibilities and of activities within the parish	<p>1. The Parish Council to mount a display of their role and responsibilities at Open Days and key Parish events</p> <p>2. Set up and maintain a Parish website</p> <p>3. Parish Council to create and maintain a newsletter both in hard copy format and electronically</p> <p>4. Parish Council to implement the Parish Plan actions by reviewing actions at each Parish Council meeting to ensure actions are reported & working groups identified</p> <p>6. Parish Plan Steering Group to conduct a 6 monthly review of the Parish Plan to ensure its delivery and implement any updating required</p>	<p>Parish Council</p> <p>Website group</p> <p>Parish Council</p> <p>Parish Council</p> <p>Parish Plan Steering Group</p>	<p>Parish Plan Steering Group</p> <p>Parish Council</p> <p>Website group</p> <p>Ongoing and ad hoc working groups</p>		<p>Jan 09</p> <p>Jan. 09</p> <p>June 09</p> <p>As defined in the Parish Plan</p> <p>Sept.09</p>	<p>Display mounted</p> <p>Domain name purchased Website set up</p> <p>Newsletter established and available to all parishioners</p> <p>Work on Parish Plan being maintained</p> <p>Review conducted</p>	

Leisure

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/ cost implication	Timescale	Performance measurement	Supplementary information
E5	Determine the options for a village hall and decide on the best course of action to meet the current and longer term needs of the parish	1 Set up a village hall group to undertake the following roles 2. Familiarise themselves with the feedback from the Parish Plan questionnaire and written comments 3. Review the facilities in the current village venues 4. Consult with all the groups, clubs and societies that currently use the existing facilities 5. Consider the possible longer-term opportunities that might become available 6. Produce a report showing the options with a recommended course of action with estimated costs	Village hall group	GRCC Village Hall adviser FODDC funding Officer Parish Council Armoury Hall committee WI Club committee Church PCC	Potentially funding for villager hall/ facilities	March 09 April 09 May 09 June 09	Familiarisation of findings Facilities reviewed Definitive report produced for Armoury Hall committee/Parish Council	
E8	To ensure that best use is made of the village tennis facilities	1. The Parish Council to contact the person offering to form a user group to determine if there is support 2. If there is support for such a group and they can operate in a way that is acceptable to the Parish Council and other users of the courts, a group be formed	Parish Council User group	User group contact Parish Council		March 09 May 09	User group formed	

Tourism								
Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost	Timescale	Performance measurement	
F1	Create parking for visitors to the village	<p>1. See B5, Parish Council to maintain discussions with Masons regarding possible use of their car park</p> <p>2. As also identified in B5 a working party formed to examine if there are additional areas for parking and if existing parking can be improved</p>	<p>Parish Council</p> <p>Parking working group</p>	<p>Masons</p> <p>Parish Council</p>		<p>Ongoing</p> <p>April 09</p> <p>Sept.09</p>	<p>Ongoing dialogue with Masons maintained</p> <p>Working party established</p> <p>Recommendations put forward to Parish Council</p>	
F1	Create potential visitor awareness of Newnham as an attractive venue	<p>1. Suggest to Newnham businesses that they set up a retail and business forum to enable them to gain strength and support in collective lobbying etc.</p> <p>2. Newnham business forum to convince County Highways to install 'brown' signs at Elton Corner and in Blakeney to highlight Newnham as an historic village with shopping facilities</p> <p>3. Meet with the Tourism Officer for the Forest of Dean to raise awareness of Newnham as a tourism venue and gain recommendations for increasing visitors</p> <p>4. Publish a Newnham leaflet for use by visitors giving details on the history of Newnham and a suggested route with directions to the various shops, restaurants, pubs etc.</p> <p>5. Determine if additional information panels in the village in the existing format or based on the type used in Ross providing details on the history of Newnham, suggested route with signs to the various shops, restaurants, pubs etc. would be of benefit</p>	Newnham business forum	<p>Parish Council</p> <p>GRCC</p> <p>LSP Business & Economy</p> <p>FODDC Tourism</p>	<p>Business forum to arrange funding</p>	<p>May 09</p> <p>Sept.09</p> <p>May 09</p> <p>June 09</p> <p>Sept 09</p>	<p>Signs in place</p> <p>Discussions held and future action determined</p> <p>Leaflet published and available in TICs around the county, hotels, pubs and B&Bs</p> <p>Decision reached funding raised and signage ordered (as appropriate)</p>	

Housing

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/cost implication	Timescale	Performance measurement	Supplementary information
G3	The Parish Council to ensure that the village's views clearly established in the Parish Plan survey, for a wide mixture of types of housing in current and any future developments is implemented	<p>1. Inform the District Council and the local Strategic Partnership of the views in relation to future development expressed in the 82% response to the Parish Plan survey</p> <p>2. Parish Council continue to be vigilant in reviewing plans and forceful in making their views known to District Council and the local Strategic Partnership</p>	Parish Council	District Council Planning committee			<p>Sheens Meadow development remains as planned.</p> <p>Views from Parish Plan questionnaire acted upon by District Council and local Strategic Partnership</p>	

Business and Economy

Ref	Objective	Action to be taken	Responsible for delivery	Supporting Partners	Resource/ cost implication	Timescale	Performance measurement	Supplementary information
H6	To maintain the attractive and valuable mix of shops currently existing in the village	<p>1. Invite retailers to display information at the Open Days on the range of products and services they provide</p> <p>2. Either individually or as a group retailers be encouraged to contribute to the setting up of a business 'page' on the parish website</p> <p>3. Encourage all retailers to take an active role in the Retail and Business Forum (see F1)</p>	<p>Parish Plan Steering Group</p> <p>Retail and business forum</p> <p>Retailers</p>	<p>Retailers/ Businesses</p> <p>Website group</p> <p>Retail and Business Forum</p>		<p>Jan 09</p> <p>May 09</p> <p>June 09</p>	<p>Displays mounted</p> <p>Full use being made of the parish website</p> <p>Active participation by retailers</p>	
H6	To determine the possibility of having a 24hr cashpoint in the village	<p>1. Survey possible sites & security issues</p> <p>2. Investigate funding involved</p> <p>3. Communicate finding to Parish Council and agree any action to be taken</p>	<p>Retail and Business forum</p>	<p>Parish Council</p> <p>Post Office</p>		<p>Sept.09</p>	<p>Recommendations made</p>	

4a. Working Groups

In developing the Parish Plan the Steering Group have given considerable thought to how best the objectives and the actions for their delivery can be achieved. To this end, the Steering Group recommends that a small number of working groups be set up, reporting to the Parish Council, to assist them in particular aspects of the delivery of the Plan. Any actions proposed by the working groups must be ratified by the Parish Council.

The Steering Group recommends the following:

Environment

- The Parish Council to establish a permanent Environment Group whose role is to maintain the appearance of the parish and ensure that existing and future initiatives by parishioners that affect the environment of the village, gain the approval of the Parish Council before action is undertaken.
- In addition a small working group be formed to resolve the concern in the parish on the colour and costs of Christmas lights.

Transport and Access to Services

- A small working group to produce a feasibility study to determine the likely usage of a train station and additional bus routes
- Refresh the existing 'A48 Group' of villages to seek a united view to reduce HGV usage
- A working group to survey what other possible sites could be used for parking or where existing usage could be improved

Communication

- A small working group be set up to establish a Newnham on Severn website in conjunction with the publication of a regular newsletter to parishioners

Leisure

- A working group be set up to determine the options for a village hall and decide on the best course of action to meet the current and longer term needs of the parish

Tourism, Business and Economy

- A Newnham retail and business forum be established for local retailers and businesses operating within the parish to enable them to gain strength and support in collective lobbying etc. and in so doing maintain the retail and other businesses within the village. The forum when proposing action that affects the village should first gain the approval of the Parish Council.

4b. Terms of Reference for the Working Groups

Newnham Environment Group

Terms of Reference for a permanent Working Group to ensure that the appearance and environment of the parish is maintained.

1. Introduction

The parish has benefited over many years from the concern, generosity, hard work and fundraising efforts of so many individuals, groups and the current Amenities Group who together have contributed greatly to the attractive appearance of the village. Current and recent initiatives include the children's play-park, flower tubs, seating and Christmas lights.

However the Parish Council, whilst in no way wishing to restrict current and future initiatives, is concerned that these are co-ordinated in such a way as to ensure they meet the needs of the village and that their maintenance can be sustained.

Therefore the Parish Council has agreed to establish a permanent Environment group to address these matters.

2. The Brief

In fulfilling its role in maintaining the appearance and environment of the village the Working Group will need to:-

- Establish itself as the body that people wishing to introduce new initiatives or add to existing facilities in the parish approach to discuss their ideas
- In these discussions the group will need to consider demand, sustainability (funding and maintenance) and appearance
- When these are agreed, present the initiative to the Parish Council for its approval
- Ensure that the Group keeps itself apprised of District, County and National environmental information and initiatives and communicates those that affect the parish to the Parish Council with recommendations as to how they can best be implemented
- Respond to the concerns expressed in the recent Parish Plan survey on the lack of re-cycling facilities in the parish and the materials accepted by raising awareness of existing re-cycling facilities and the materials that are accepted and, using posters in the Post Office, Library and information in the Parish newsletter, show where the various materials can be taken
- Using the Newsletter maintain awareness of current and future environmental matters and legal requirements

3. Resources

In recruiting members for the Group, thought should be given to including a wide range of people drawn from different areas of the parish with a cross-section of ages, as well as those currently involved in amenity initiatives..

4. Conclusion

The Environment Working Group will report regularly to the Parish Council on its activities and when making recommendations.

Newnham Christmas Lights Project

Terms of Reference for a Working Group to resolve the concerns in the Parish on the colour, positioning and costs of the Christmas lights in Newnham.

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey' the results of which were placed on public display in the Armoury Hall over the weekend of January 17th 2009. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature.

At the Open Days, there was considerable written comment on the quality, colour and position of the Christmas lights with many (but not all) suggesting that up-lighters would provide a good long-term solution. From discussions at this event, it became clear that although most people knew that both the original and new lights had been donated by parishioners and put up by volunteers, they had little idea that now, due to Health & Safety regulations, the Parish Council had to fund a contractor with a 'cherry picker' to install and maintain them, with costs running at, or near, £1,000 each year.

In response to this the Parish Council has agreed to commission a Working Group to study the problem and make recommendations. It is requested that this working group should report back to the Parish Council with their recommendations not later than at the September '09 Parish Council meeting.

2. The Brief

The Working Group is asked to 'Resolve the concerns in the village on the colour, positioning and ongoing costs of the Christmas lights and to find ways of maintaining cost-effectively this much valued feature of village life'.

To do this they will need to:

- Review the current situation
- Identify options that allow for affordable maintenance of the Christmas lights
- Determine how initial/ongoing funding might be achieved
- Make recommendations on the most favoured way of providing Christmas lights in colours that are acceptable to the majority of villagers
- Produce a report for the Parish Council with detailed recommendations and costings of the Working Group's proposals

3. The Resources

In conducting this review the Working Group is asked to take wide soundings of parishioners' views and keep the Environment Group apprised of its work and recommendations.

Newnham Transport Working Group

Terms of Reference for a small Transport Working Group to determine the likely usage of a train station and additional bus routes

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey' the results of which were placed on public display in the Armoury Hall over the weekend of January 17th 2009. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature.

The survey showed that in the main people were happy with public transport, however despite this there were a large number of people (69%) who felt they would be encouraged to use public transport if there was an accessible train station in or near Newnham and 51% if there were more bus services particularly during the evening, peak travel times and at weekends.

Therefore the Parish Council have agreed to form a small Transport Working Group to produce a feasibility study to determine the likely usage of a train station and additional bus routes.

2. The Brief

In undertaking this role the Transport Working Group will need to:-

- Determine what information already exists locally and Nationally through other transport feasibility studies
- If a local case study has not been undertaken before, develop an action group to include people living in Little Dean, Cinderford, Mitcheldean and some of the villages lying between Newnham and Lydney to collect sufficient information on the possible usage of a 'Park and Ride' Station at/near Elton Corner and an increase in cross Forest buses and more frequent and later services to/from Gloucester
- When this information has been collected (if sufficient and compelling) communicate this to District and County Councils and the local MP to seek their active support
- Determine to whom the case for a station and/or increased bus routes should be made and how best a feasibility study may be drawn up and by whom
- Mount a publicity campaign to create awareness of local transport needs and bring about viable solutions

3. Conclusion

The Transport Working Group will need to report to the Parish Council on its activities:

Firstly in July '09 on the level of information already existing and then in late September on whether there is a need for a feasibility study and the actions to be taken after that.

The (Newnham) A48 Group

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey' the results of which were placed on public display in the Armoury Hall over the weekend of January 17th 2009. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature. Included in the survey were questions on what people considered to be a problem in the parish. By far the greatest number (89%) saw heavy good vehicles as either a major problem or problem.

In response to this the Parish Council have agreed to take steps to refresh their A48 group representation (A48 group of villages that currently meet with County Highways) by setting up a small group of people to present the parish's concerns to this group with the aim of achieving a united view that 'to reduce HGV usage is a prime consideration to all villages.'

2. The Brief

To work with GCC Highways and the Department of Transport to take action to reduce HGV use of the A48.

To achieve this:

- The Newnham members of the A48 group of villages will need to canvass support from other A48 villages to achieve a united view that the reduction of HGV vehicles is their prime concern
- Ascertain information on the Transport Survey of the Cotswolds area from the County Council and its implication to users of other roads
- When, and if, a united view is achieved by the A48 group, determine how best to present the case and seek support of District and County Councillors and the local MP
- Mount a concerted publicity campaign to persuade Gloucestershire Highways and the Department of Transport to take action

3. Conclusion

That concerted action is being taken to commence a campaign with the hope of achieving the reduction of HGV usage. Regular reports on progress will be made to the Parish Council.

Parking in Newnham Project

Terms of Reference for a Working Group to determine how parking for residents and visitors to the village could be improved.

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey' the results of which were placed on public display in the Armoury Hall over the weekend of January 17th 2009. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature.

The survey asked parishioners what they considered to be problems in the parish. 83% responded that parking was either 'a problem' or 'a major problem'. When asked what could help attract more visitors to the village 81% gave improved visitor parking as their answer.

In response to this the Parish Council have agreed to commission a Working Group to study the problem and make recommendations. It is requested that this working group should report back to the Parish Council with their recommendations not later than at the October '09 Parish Council meeting.

2. The Brief

The Working Group is asked to 'Determine how parking for residents and visitors can be improved.'

To do this they will need to:

- Survey current parking facilities and usage in Newnham
- Identify other possible sites in the village that could be used for residents and visitor parking
- Recommend where usage of existing parking areas can be improved and how this can be achieved.
- Produce a report for the Parish Council which determines how parking in Newnham can be improved.

3. The Resources

In conducting this survey the Working Group is requested to gain the opinions of retailers and householders particularly in those areas identified in the Parish Plan survey where parking was considered to be a particular problem.

4. Conclusion

The Parking in Newnham Working Group is asked to report its findings to the Parish Council with likely costings which might be incurred by any of the proposals.

Parish Website Group Project

Terms of Reference for a Working Group to create and maintain a Parish website to achieve more effective communication for the Parish Council and all activities that take place in Newnham.

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey'. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature.

The survey asked parishioners if they understood the role of the Parish Council and 65% replied 'only a little' and 8% 'not at all'. While the majority of people felt that information was either adequate or good, the Parish Council feels that this needs to be strengthened. Responding to 'Where do you access village news or information' 74% gave 'word of mouth' as their source, whilst 66% listed 'shop/house windows and local newspapers' with over 40% giving 'notice boards and the Church Magazine'. The very great majority 82% would like to have a free Parish Newsletter delivered regularly to their homes. 66% of households replied that they had internet access and a further 6% of respondees said they would be getting internet access in the near future, whilst 13% of householders used the internet access point in the library. When asked if they would like to receive Parish News and information via a website the answers were evenly balanced.

However the Parish Council feel that they need to improve awareness of their role and responsibilities and of activities within the parish. Therefore they have agreed to set up and maintain a Parish website.

2. The Brief

Using the domain name already purchased:

- Take the necessary action to establish and build a website for the parish
- Do this in such a way that enables the Parish Council and individual organisations in the parish to have their own pages to promote activities, facilities and the attractions of the village
- Determine how best the site can be maintained and kept up to date

3. The Resources

In establishing the website the working group will need to determine the initial and on-going costs and how these may be met.

4. Conclusion

The website working group is asked to report its findings to the Parish Council with likely costings by July '09.

Newnham Village Hall Project

Terms of Reference for a Working Group to analyse the options currently available in the village for public and private events and determine how the needs and expectations of users and possible users can best be met in the short and longer term.

1. Introduction

In October 2008 the Parish Council organised a comprehensive 'Parish Plan Survey' the results of which were placed on public display in the Armoury Hall over the weekend of January 17th 2009. The response rate to the survey was 81.7% which is exceptionally high for a survey of this nature.

Included in the survey was a question asking whether there was a need for a new Village Hall; 58% of respondents felt that the answer was 'yes, 22% said 'no' whilst 16% offered no opinion. There was a strong response to the need for improvements to facilities available in the village, particularly in the Armoury Hall.

In response to this the Parish Council have agreed to commission a Working Group to conduct an options appraisal in respect of the Village Hall and requested that this Working Group should report back to the Parish Council not later than 1st June 2009.

2. The Brief

The Working Group is asked to 'Determine the options for a Village Hall and decide on the best course of action to meet the current and longer term needs of the Parish'.

To do this they will need to:

- Familiarise themselves with the feedback from the Parish Plan questionnaire and written comments
- Review the facilities in the current village venues
- Consult with all the groups, clubs and societies that currently use the existing facilities
- Consider the possible longer term opportunities that might become available
- Produce a report showing the options with a recommended course of action and estimated costs.

3. The Resources

In conducting this appraisal the Working Group is requested to take into consideration the resources the Parish has at its disposal, together with other resources that may be available within the village.

Specifically these would be expected to include:

- The Armoury Hall
- The WI Hut
- The Playing field

Others which should be taken into consideration could include:

- The Club
- The Village School
- St. Peter's Church

4. Impact

A fully equipped Village Hall would have a significant impact on both existing users of the Armoury Hall and other outlets in the village currently providing some of the amenities. The Working Group is expected to consult with existing users of all facilities on the extent to which this might impact on their future use of these amenities and facilities and how this impact might best be managed for the benefit of the village.

5. Finance

Whichever option is chosen by the Parish, significant costs will be involved. An overview of the overall costs of such a project, both in terms of capital and revenue, should be provided together with an indication as to how these costs might be met.

6. Conclusion

The Village Hall Working Group is asked to report its findings to the Parish Council.

5. A Brief History of Newnham

(with acknowledgement to Humphrey Phelps 'A Glance Back at....Newnham')

Originally Newnham was one of the five ancient boroughs of Gloucestershire West of the Severn. Conveniently situated for hunting in the Forest of Dean, it was visited by William II, Henry I, Henry II and Edward III, both Henrys signing charters here. That it must have been a substantial place is witnessed by the fact that Henry II launched his invasion of Ireland before proceeding en route to Milford Haven.

By the 13th century Newnham, as a borough town, returned a member of parliament. During the Civil War, there was a Royalist garrison in the town, situated in the church and the fort adjoining. A skirmish, after the Roundhead Colonel Massey entered the town unopposed, saw 20 dead and 100 taken prisoner.

Newnham was originally settled because of the comparative ease of crossing the river at this point and its importance and prosperity in former days was due to the river. A ferry was first recorded in 1238.

As a port Newnham's main trade was timber, bark and hides to Bristol and to Ireland mainly glass and cider. By the 18th century ships were being built in Newnham, with a vessel of 600 tons launched in 1778. Ship building continued until the beginning of the 19th century at which time Newnham's port gradually lost trade to Bullo and Gatcombe. The fate of Newnham's port was finally sealed by the opening of the Gloucester Ship Canal in 1827.

The tramway to Bullo was opened in 1809, tunnelling under Haie hill, so that coal from the forest went directly to Bullo's quays. The railway line superseding the tramway was subsequently joined to the GWR mainline and it became one of the most important ports in the area shipping as much forest coal as Lydney. But after 1900, as the railways grew, Bullo's trade declined and it finally closed in 1926.

There was a market in the 12th century with a market house in place in the early 17th century where market tolls were collected. However the conditions of the roads meant that by 1740 the Friday Cornmarket, held since the 16th century was in abeyance and two or three decades later the weekly market also declined. Two fairs were held each year on St. Barnabus and St Luke's days, 11th June and 18th October, which were mainly for pleasure but included some trading in horses and cattle. The sale of livestock ended during the First World War, although the pleasure fairs continued until 1928.

The first recorded mention of a place of worship in Newnham was in 812 with details of a substantial building in 1230. However in the middle of the 14th century this church stood perilously close to the river which was undermining it, and eventually it was taken down piece by piece and re-built in a position similar to today's. There was a Victorian make-over of the church in 1875 when it had fallen into some disrepair, but a disastrous fire in 1881 destroyed

most of the building and the present church is the one that rose from the ashes later that same year.

Over the years Newnham has been a thriving commercial centre as a list of the principle retail businesses before the 2nd World War, shows (baker, 2 banks, boot repairers, 2 butchers, chemist, 2 clock repairers, 4 grocers, an hotel, 6 inns, newsagent, printer, post office, tanners and various other shops.

6. Demographics and Parish boundaries

Newnham on Severn mid 2007 Population 1370

Age	Total no	Female	Male
0-5 years	58	30	29
5-10	84	37	47
11-15.	85	41	44
16-20	75	35	40
21-25	56	19	37
26-30	52	33	19
21-35	61	32	29
36-40	111	54	57
41-45	121	56	65
46-50	90	49	41
51-55	86	48	38
56-60	129	59	70
61-65	113	61	52
66-70	74	27	47
71-75	61	37	24
76-80	39	19	20
81-85	42	27	15
86-90	24	17	7
91+	9	7	2

Parish boundary

Within its boundary Newnham on Severn parish has 1 house in Ayleford (Soudley), 5 houses in Lower Soudley. 1 in Little Dean, 4 at Blaize Bailey, 2 in Two Bridges, 19 at Bullo Pill and 29 at The Haie. Grange Village and Cockshoot Farm fall within the boundary as does Hawkins Lane and the Silver Fox café.



07. Newnham on Severn 2009

The parish of Newnham on Severn, which includes the hamlets of Ruddle and Bullo, today has a population of a little over 1380. The core of the village is a 'Designated Conservation Area'. It is seen in the area as a prosperous and attractive village with much open space and wide ranging views of the River Severn.

Life in Newnham since the Second World War reflects the greater mobility of parishioners brought about by the growth of car ownership and the changes seen in employment and retail shopping. In the late 1940s the village provided employment through a thermometer factory and a corset business as well as providing work in over a dozen retail establishments and a number of banks.

However the village is envied today by its neighbours in still retaining an attractive range of shops and businesses. It has a general stores, a delicatessen, Post Office/newsagent, chemist, gift/craft shop, upholstery/gift shop, an antique shop, hairdressers and a café with book and toyshop together with services such as a library and medical and veterinary practices. There are now two pubs in the village and a members' club, but the former Victoria Hotel stands empty and boarded up. Planning permission has been given for the conversion of a former insurance office into three retail outlets.

St. Peter's Church of England Primary School meets the need for primary education in the parish and buses take older pupils to various secondary schools, some travelling to Newent, Chepstow, Lydney and Gloucester.

Work on 27 new mixed houses in Sheens Meadow has been suspended, due to the current economic situation. There is no other land in the parish identified for building development in the relevant District Council plan.

HGVs and road safety continue to be the major issues affecting the quality of life in the village and outlying hamlets. Recent lengthy road works on the A40 have shown how vulnerable the village is by the restricted roadlinks in the area causing problems for the considerable number of people travelling to Gloucester or beyond for work. This is further exacerbated by the heavy tolls on the Severn bridge crossings from England to Wales and is undoubtedly responsible for many of the HGVs using the A48. Although for the past 150 years a railway linking to the national system has passed through the village, now the nearest station is 9 miles away at Lydney, with no direct bus link. So in common with the rest of the UK the car is the favourite means of transport and a car each is the 'norm' for partners and children old enough to drive. With many of the houses in the High Street, Severn and Church Streets not having garages and/or parking spaces, parking in the village can be pressured, making parking for visitors and shoppers difficult.

Newnham is a social village with many well supported clubs and societies and a thriving amateur dramatic group. The church's congregations, along with those of most religious establishments, have shrunk since the war, but are now showing signs of increasing with the arrival of a new vicar. The well

supported First Saturday Lunch at the church attracts as many as 130 people from across the village and the many fund raising activities are well supported. Indeed Newnham has a very strong culture of both organising and attending village events whatever their aim or purpose. It is all the more surprising therefore that there is not currently one venue properly equipped to cater for all these activities. In many ways this has come about because of the range of buildings in the village that hold public events, the principal being the Armoury Hall owned by the villagers, the WI Hut, the Church and the Newnham Club. Although a small majority of the village see the need for a properly equipped village hall, there are mixed views as to how this can be best catered for and where positioned.

There is little doubt that Newnham in 2009 is seen by the wider community in the Forest of Dean area as an attractive and vibrant place to live with its views of the river, range of historic houses, daffodils and Christmas lights, the seating and attractive flower tubs and its well maintained open spaces.

8. Parish Plan – the journey

At its meeting in February 2008 the Parish Council discussed the benefits of developing a Parish Plan. Subsequently the Chair asked one of the council members Steve Samuel to undertake the task of bringing this about and he asked the Deputy Chair of the Parish Council Trevor Firman to join him on a village-wide Steering Group, and between them they canvassed a number of people who agreed to be members. The following became members of the Steering Group – Nick Assirati, Helen Baker, Anna Fedden, Trevor Firman, Linda Love, Rob Mann, Sue Pearson, Steve Samuel and Pete Stephens.

At the initial meeting on Monday 10th March Kate Baugh of the Gloucestershire Rural Community Council, whose role is to assist parishes and communities in developing their plans, explained to the Steering Group the benefits to the parish of having a plan and what needed to happen to produce one successfully. The decisions taken at this meeting can be seen from the minutes but the group felt it important to establish the priorities and key issues that people felt affected the parish through presentations and consultation with the many organisations, clubs and businesses in and around Newnham. It was also felt important to maintain communication of what was happening throughout the 'journey' through poster displays in the High Street.

At the second meeting a week later Pete Stephens was elected Chair of the Steering Group, Trevor Firman given particular responsibility for publicity and finance with Steve Samuel taking on the role of secretary. The aims and objectives of the group were agreed.

At its March meeting the Parish Council signed the grant application to District Council and agreed to contribute £300 as match funding to the £1,000 grant.

Two formats for gaining the views of groups and individuals were developed – a post-it note SWOT (strengths, weaknesses, opportunities and threats) analysis for groups of people and more detailed vision forms to be completed by individuals at their leisure. The results of these two methods have been retained and provided a clear indication of the key issues that needed to be included in a detailed questionnaire.

At the 14th April meeting a 'Route to the establishment of the Parish Plan' was agreed, which gave target dates for all of the actions shown including the key dates of October for the distribution of the household questionnaires and March 2009 for the completion of the draft action plan.

By the meeting on June 23rd sufficient information was being received from the consultation process to be able to draw up a first draft of a possible household questionnaire and a healthy discussion took place.

The traditional Newnham Street Fair on July 12th had been highlighted in the 'Route to the Parish Plan' as being a key opportunity for consultation with people who might have slipped through the net, and in particular young people who, although targeted through the school and the various youth organisations, it was felt we needed more feedback from.

A large covered stand in a prime position at a very well attended fair attracted a great deal of interest and through a competition with a draw prize of £25 produced 40 valuable replies from young people, particularly of secondary school age. The stand contained information from the feedback processes, in particular that gathered by the children from St Peter's school, and contained pictures of their and other people's views on the good and bad points of the area. In addition to the information gained from the young people a considerable number of people completed vision forms and there was a number of enquiries from visitors engaged in Parish Plans in their own parts of the country.

A six foot model of Newnham's clock tower, made by a local resident, which had been used at a number of presentations took centre stage on the stand along with a striking copy, based on the first world war recruiting poster, adapted to read 'Your Parish Needs You'. This message was repeated on the T shirts worn by members of the Steering Group manning the stand.

The next meeting of the Steering Group on Wednesday 23rd July was long with a detailed discussion on the amended draft questionnaire. Changes to this were agreed and a copy sent to Kate Baugh of GRCC for her comments. Further changes were made in the light of Kate's suggestions and the Steering Group's views. Final agreement was reached on the questionnaire at the meeting on August 28th with the inclusion of a separate questionnaire for young people aged between 5 and 17yrs. The completed questionnaire printed by GRCC was available for all to see at a meeting on Monday 22nd September and team members agreed to the areas of the Parish they would be responsible for in terms of delivery and collection. To encourage completion of the questionnaire by house-holders it was decided that there should be a raffle prize of £50 with tickets being given when completed questionnaires were collected.

A decision was also taken to include the Parish Newsletter with the questionnaire, the first page outlining the aims and purpose of the plan and the dates when a team member would be calling to collect, on the reverse side a brief history of the village to demonstrate that throughout time the village has waxed and waned so that change has been constant.

Questionnaires were delivered during w/c 6th October and collected the following week. Collation of the written comments was undertaken by the Team and added to a spread sheet prior to dispatching the actual questionnaires to GRCC for electronic scanning on November 10th.

To everyone's great relief and undoubtedly due to the hard work of the team in delivering and collecting, an 81.7% response rate – one of the highest in the county - was achieved.

The results of the electronic scanning from GRCC and the collation of the written comments was communicated to the team prior to their meeting on 26th November, when a decision was taken to hold a 3 day exhibition on January 16th, 17th and 18th in the Armoury Hall as the best method of communicating the results to the Parish.

This exhibition showed, on different coloured display panels for each section of the questionnaire, the percentage answers from the questionnaire, and summary of the written comments, and where the subject requires action to address a particular issue the team's suggested solution was displayed in red. The displays were accompanied by photographs, both old and new, and where space allowed selected individual comments of merit or felt to be humorous or outlandish were included. Where there were suggestions from the team for solutions that will figure in the Parish Action plan there were opportunities for visitors to put forward their comments/solutions. A Powerpoint presentation showing statistics relating to the village was run continuously during the Open Days as was a continuous slide presentation reflecting St. Peter's school children's views. The Parish Council manned a stand showing details of their role in the parish and how the precept is spent. There was also a local police stand giving information on their roles and how they can be contacted manned by Community Safety Officers and the local police constable. There were displays by various individual retailers showing the range and quality of products they sell and this was a popular part of the exhibition. Tea, coffee and biscuits were served when the exhibition was open and some 300 people attended over the 3 days.

Throughout the journey to producing the Parish Plan frequent posters have been displayed at different High Street venues based on a picture of the clock tower and always giving the names and telephone numbers of the Steering Group members.

Following the Open Days the 'post it' notes written by visitors were collated so that these views could be taken into account in drawing up the plan. The suggested solutions were strongly debated at the Steering Group's meeting in early February and a draft Parish Plan produced for the 17th February meeting. It was agreed that it would be best if this was presented to the Parish Council as a powerpoint presentation with as many Steering Group members taking part in the actual presentation as possible.

This draft Parish Plan was presented to the Parish Council on 23rd March and following this copies were displayed in St. Peter's School, the Post Office, the church and the Newnham Club.

The draft plan was accepted at a full Parish Council meeting on 30th March 2009.

The team agreed that a parish newsletter was required to inform parishioners where the Parish Plan could be seen or accessed by email and to outline the key issues identified in the plan. Delivery of this newsletter will be made by team members to the same areas they covered in the delivery and collection of the questionnaire in October.