

Cycleway & Pathways Meeting Minutes

Held: Wednesday 6th February 2019

At: Salford Priors Memorial Hall

Attending:

Colin Tether	Evesham Town Council
Liam Maude	Salford Priors Parish Council
Joe Harvey	Bidford PC
Gillian Smith	Harvington PC
Martin.Philpott	Sustrans
Robin Walker	Cycle Evesham Vale
Alan Green	Salford Priors Parish Council

Apologies:

Jack Fryer	Wixford Parish Council
Tim Forman	Alcester Town Council
Tony Shale	Salford Priors Parish Council
Kim James	Salford Priors Parish Council
Paul Freeman	Cleeve Prior (Secretary Stratford Cycling Club)

1. Constitution

- a. Constitution was reviewed and accepted.
- b. Nomination of Officers
 - i. Chairman Liam Maude nominated and accepted
 - ii. Vice Chair Joe Harvey nominated and accepted
 - iii. Treasurer tba
 - iv. Secretary Colin Tether nominated and accepted
 - v. Elected members from parishes and partner organisations

2. Previous meeting minutes were reviewed with the following notes and actions arising:
 - a. Salford have allocated £3K in 2019 budget towards the feasibility study. Other councils are favourable to contributing but require a better understanding of the project and timescales to commit funds.
 - b. Email report from Paul Freeman: I have met with Cleeve Prior parish council, who have informed me they have the £3k in the budget (subject to approvals and governance etc) and that they will attend future Cycleways meetings.
 - c. Liam to send draft constitution out to group again with responses so far for review.
Responses from Colin were reviewed and agreed
 - d. Colin to draft single page summary breakdown of feasibility study costs.
Colin to draft project summary document and send to Liam for review and distribution -
Liam to update according to Paul Freemans emailed comments.
 - e. Joe to chase Alan Granger to establish feasibility of the route between Salford Priors and Wixford -
Meeting arranged for 15th Feb with Alan Granger, Joe, Liam and Martin from Sustrans
 - f. Liam to email Tim Foreman and Tony Shale to contact Mark Cargill for possible funding.
Email response from Tim
I have not had an official answer from Mark Cargill in regards to funding for the cycle way. However, I was at a full Council meeting last night where he explained to me that there is a County wide fund available for transport infrastructure that includes cycle paths but he is not sure of how much funding is available and he will look into this avenue of funding and will get back to me.
I will keep you informed of what he gets back to me with.
 - g. Paul – Cleeve Prior are moving forward with bridge project, working group established. Letter of support from Sustrans for this project needed along with project summary.
Costing in progress -
Martin to draft letter of support from Sustrans
 - h. Feasibility Study cost breakdown has been received from Martin Philpot.
 - i. Gillian – Harvington bridge currently under investigation - update from Cleeve Prior received, to liaise with Harvington Parish Council
 - j. Colin waiting for response from Kier. (A46/435 roundabout)
 - k. Liam to put WALC application based on extracted scope from proposed constitution

3. A.O.B

- a. Joe Harvey to compose “request for funding” notice in line with formal business case context.
- b. Liam to circulate finalised documents by email.
- c. Email to ask for substitute members to attend meetings if primary member not available.

4. Date of next meeting

- d. Meeting with Alan Granger CEO of Ragley, Friday 14th February attending Joe, Martin, Liam
- e. Liam to confirm availability of the Memorial Hall for next working group meeting.
- f. Proposed date: Thursday 14th March 2019 at 7pm at Salford Priors