

**MINUTES OF A MEETING OF THE LEISURE AND AMENITIES COMMITTEE OF KINVER PARISH COUNCIL
HELD ON WEDNESDAY 28th SEPTEMBER 2022 AT 7.00 PM AT 95 HIGH STREET, KINVER**

Present: Councillors: S Charlesworth -Jones (Chairman), Miss E Lord (Vice Chairman), D McGirr, S Anderson, P Wooddisse, Mrs C Allen, K Hosell and co-opted member D Tibbetts.

Also present: Clerk Miss J Cree.

1. To receive and note apologies for absence

Apologies of absence were received from Councillors J K Hall (Ex-Officio) and Mrs S Harris.

Co-opted member Mr G Spruce has resigned from the Committee due to other commitments.

2. To record Declarations of interest regarding items on the agenda.

None were declared.

3. Minutes of the previous meeting held on the 20th July 2022

The minutes of the meetings of the Leisure and Amenities Committee held on the above date, having been circulated previously, were approved and signed as a true record of the proceedings.

4. To receive an update on a meeting held with Helen Johnson from Staffordshire Archives prior to this meeting.

Cllr D McGirr has met with the County Archivist with Cllr P Wooddisse.

The Library started the ball rolling on this initially with a small amount of papers and artifacts from the David Bills collection. The library have started cataloguing this Collection and are going to digitise it. The library will then store these items in a filing cabinet in the back room. The National Trust also archived items recently, and they found that digitising the items such as postcards, then these can be disposed of or sold after?

Cllr D McGirr is picking this up from a bigger picture of looking at recording verbal accounts of Kinver History and other local peoples collections of artifacts and documents.

Miss Johnson did not think a museum is the best idea, however, in her professional opinion, a secure archive would be more successful.

The National Heritage Lottery fund would be supportive of giving a grant for the Parish to help document digitally the pieces, shelving for artifacts etc, but this would not cover a secure archive cost that is a temperature controlled environment which would also be required.

The suggestion discussed was to catalogue digitally, papers, books, recordings and make them available on a website. This work could be undertaken by the D of E Students. A possible location for storage / work space to do this could be the Police office.

Dudley have an archive that was built circa 10 years ago, that works like a library set up.

A cost is being generated for the machinery required by Chris Cop, this could be possibly purchased using the National Heritage Lottery fund grant.

It was agreed to leave the library to run with the collection they have at this time, with support if required.

Then there is a much larger long term project which is to have a Kinver Archive, alongside this there needs to be policies in place for what items may be suitable etc. At this very early stage of discussions it was agreed to have the cost brought forward to start the project for the next meeting.

5. Update on Future Projects

(a) Update on Verges being used for wild- flowers – S Harris

Cllr S Anderson reported that National Trust have been planting the yellow rattle seeds.

(b) Park and stride – S Harris

It was noted that more signs for Park and Stride have been put up ready for the new term.

(C) Information Boards / noticeboards – P Wooddisse

Cllr P Wooddisse has spoken to Mick Harrington re the sign boards, some of his suggestions for topics / locations are Bethany House, the Hyde, House of the Corner Hyde Lock, Ashwood Marina, Stag Corner, Jail catholic church etc.

There are 2 items under discussion information boards and noticeboards for events etc.

It was agreed to Recommend to the Parish Council to request that a budget sum is allocated of £4000 for the purchase of Noticeboards to replace those that are damaged or simply beyond repair due to age. On a vote this was agreed.

Information Boards / plaques – the Clerk to get a basic cost for resin plaques with the ability to be printed with a QR code for the next meeting.

(D) Trees on verges – S Harris

It was agreed to remove this from the agenda.

(E) Visit Kinver website update

The domain name has been purchased for Visit Kinver.

The following information was circulated by Cllrs D McGirr and Ms E Lord.

“Eunice has prompted me to follow up on our action point from the last meeting by preparing her initial thoughts for content on the attached document. Thanks Eunice.

We agreed to brainstorm the idea and visit similar websites. I would be interested in your views and if we need to meet to have a brainstorming session. For now, let's just throw a few ideas around by email.

I checked out Visit Bridgnorth(VB) and VisitStafford(VS). Their sites prompted a few ideas around preparing a plan to launch our own website:-

1. VB seems to be run by the Library and has a co.uk address. VS has a .org address, does that mean that it is funded by SCC?
2. Searching the internet, “VisitKinver seems to already be set up? The contact name is Jane(Meyrick?) representing the Kinver Eco Collective. And the footer is KinverOnline.co.uk (Andy Calloway?). Does anyone know the implications of this? Can we work in partnership with Jane & Andy with their website or can we set up our own? Who is funding their website? There is very little content.

[Visit Kinver | KinverOnline](#)

3. Should we set up a working group and invite other stakeholders? Such as:-
EVENTS “Made in Kinver” FB page run by Nicola Wood. She already produces a monthly calendar of events.

[Made in Kinver | Facebook](#)

Kinver Community Library(Katherine Dixson) &B future Archives

SHOPPING Retail businesses(Nick Other?). Provide a map locating the shops?

Trade businesses(Kinverpoint Business Village) [KinverPoint Business Village | Beautiful, Flexible-Term Office Space](#)

ATTRACTIONS – VB covers a large geographical area, as far as RAF Cosford, how far do we go?

Kinver Edge NT

Kinver Eco Collective

Miniature Railway

KSCA

School Fitness Centre

WHERE TO STAY Hotels(only Dunsley Hall Hotel, apart from an AirBNB at the Hyde Dovecote).

[Dunsley Hall Hotel](#)

Walking groups

Kinver Clubs and Societies

Pubs

4. VB have included 4 surrounding smaller villages on their site. Do we include for eg Cookley, Enville, Wolverley & Blakeshall?

5. VISITOR INFORMATION Do we make the Library our go to place for info?

6. CONTACT VB is through the Library. Do we set up a bespoke email address?

7. LINKS TO OTHER WEBSITES

[Enjoy Staffordshire Official Tourist Information For Staffordshire](#) search reveals 9 results for Kinver – do we add to it?

Cycle routes

Walking sites

<https://www.tripadvisor.co.uk>

8. VB has an advertising contact, their website is operated by Virtual Shropshire on behalf of the former Bridgnorth & District Tourism Association.

<http://www.visitbridgnorth.co.uk/contact/#:~:text=This%20website%20is%20operated%20by%20Virtual%20Shropshire%20on%20behalf%20of%20the%20former%20Bridgnorth%20%26%20District%20Tourism%20Association.>

9. MEMBERS option on VS – members can register and add events or advertise.

10. Setting up the website – do we ask Andy or search for a consultant to get a quote?

Along with Eunice's content list, this should get the ball rolling. Let me know if you have any comments, ideas or suggestions.

Possible structure of a website is detailed below:-

HOME PAGE

HOW TO GET HERE

Public transport, google map link, ? cycle routes

AMENITIES

Parking, loos, ev charging, playgrounds ; cash points; post office;

ATTRACTIONS/ WHAT TO SEE

(and include Visitor Information Points if we have any)

Kinver Edge/caves ;

canals (links)

Heritage etc

WHERE TO STAY

WALKS

To include the new walks from the bus shelter and more as they develop;

- copies of the original civic society leaflets (with health warning!)

- map of footpaths, bridleways

- link to SlowWays walking route maps site

- cycle routes, including Sustrans , and also links to cycling route finder sites

EATING AND DRINKING

pubs, cafes etc etc with map and info, links to their websites.

SHOPPING and SERVICES

- Probably need to include shops outside the village ; garden centres etc.

PLACES

Not sure where this goes, but some general map showing eg doctors, dentists, library, venues, churches etc.

ECO-FRIENDLY KINVER ???

Eco shops; also maybe all about public transport, plastic free etc? Otherwise cover it on individual pages,

EVENTS/ WHAT's ON CALENDAR

(to include regular events as well as one-offs). Market .

And: links to other events in the area

If the website is to succeed then it would need to be on a business footing. There is also a Kinver Calendar that is updated on Kinver Online and perhaps this could be a person that could help to run this project.”

There would be 2 elements of a project, the professional set up of the website, sponsorship from local businesses and also someone to keep it fresh and updated.

It was agreed to Recommend to the Parish Council to adopt the project of a Kinver Website and request that a specification is sent out to get costings for the design of a Visit Kinver Website and the ongoing daily running costs to keep the website up to date and fresh.

6. Members reports on PROW Matters

We have requested some additional stile kits, finger posts and bridle post have been ordered from the County Council.

Cllr S Anderson has spoken to the County Council and they are looking at setting up Community Volunteers in the Parishes, with 2 officers being responsible for this from County.

7. To receive an update on the Community Use agreement for Kinver High School

The next draft from the School is due to be submitted to the District Council on the 30th September 2022.

It was noted by the Chairman that in the draft document, there are potential issues that may need to be looked at further.

It was shown to the Committee how to book something off the website, at the moment there is only the option to email or call to book. There is no online booking system.

It was noted that some local groups have not used the facilities due to the cost at this time and use out of area facilities.

This will be an agenda item for the full Council in October and possibly Planning if the amended application is received in time.

8. Items for discussion from the Chairman of the Committee Market, Organised community litter picking. Timed day / week before the Kinver Market. Try and tie in with those that organise the Best Kept Village to help promote volunteers. Also liaise with KSCA to drum up support and EV Points.

Market

Litter picking is being undertaken by many volunteers and the Parish Technician. On a Market day the volunteers do clear any litter on the day.

Rental of tables and gazebos – the Parish equipment was lent to the cider and beer festival in August. The gazebos need to be erected by people that no what they are doing so they do not get damaged. The cost

was a nominal amount and this would not be a commercial venture it is more for supporting a local community event.

It was noted that the KSCA cannot do anything with EV points until lottery funding has been received and they are in their initial plans.

9. To discuss spring planting and trees on the land looking towards the church

The Clerk advised that the Parish Council cannot fund bulbs for the Church.

The second point raised was the view to the Church, which has now gone again due to the trees growing and blocking the view. In the past the Council had as a one off project and cleared approximately 12 trees to get the view back this was some 12 years ago.

Cllr D McGirr agreed to speak to the landowner to see if he would be amenable to the trees being cut back again without prejudice or commitment to undertake any work. This to be an agenda item for the next meeting.

10. Communication / correspondence to the Chairman

None were reported.

11. Items for the next agenda - s106 list to be added to; Recycling Plant – dates awaited from members; Climate change and low carbon initiative for the Parish Offices, EV Points future locations

12. Recommendations to the Parish Council

It was agreed to Recommend to the Parish Council :-

- to request that a budget sum is allocated of £4000 for the purchase of Noticeboards.
- adopt the project of a Kinver Website and request that a specification is sent out to get costings for the design of a Visit Kinver Website and the ongoing daily running costs to keep the website up to date and fresh.

13. Date of Next Meeting – 26th October 2022