

Stakeholder engagement meeting minutes

Stakeholder: Kerry Dalton (KD), Headmistress, Roecliffe C of E Primary School (School)

Date: 4 JULY 2016 9:30am

Location: Roecliffe Primary School

Attendees: Dave Siswick (DS), Paul Say (PS)

Key points

- KD noted the results of the survey, particularly the number and detail of responses
- KD offered continued support where practical but ability to attend Committee meetings was limited due to family commitments
- DS & PS addressed the following subjects with KD

1. Use of school outside teaching hours

- KD advised that she was very open to the school being used for Parish activities outside of teaching hours – just a question of planning and scheduling
- School already used by the Women's Institute and for Parish meetings
- School catering and technology facilities were demonstrated

2. Speed of traffic – prevention measures

- Discussed with KD a number of measures to regulate the speed of traffic in the village
 - Traffic calming road furniture
 - Road markings
 - Signage
 - 20 mph zone
 - Speed cameras
 - Police presence
- KD plans to hold a Road Safety week at school in the Autumn term – opportunity for the Parish and Parents to participate
- Feedback was given on the speed of traffic at times of 'Drop off/Pick up'. Feedback originated from the survey and Reed Boardell. KD communicates regularly with Parents regarding their need to observe traffic and parking regulations within the Parish
- The provision of a 'traffic warden' for 'Drop off/Pick up' times to ensure compliance with traffic and parking regulations was discussed but not something that KD could make provision for due to scope of responsibilities of the school and cost [Dave is this correct]

3. Parking

- Key issue highlighted within the survey. Not just limited to where cars are parked but how they are parked too & the damage down to grass verges particularly in Autumn/Winter
- Issue is limited to 'Drop off/Pick up' times
- A number of ideas and opportunities were discussed. These included;
 - Better communication with Parents of where and how to park
 - Use of the School layby by Parishioners at 'Drop off/Pick up' times
 - Extension of 'grasscrete' in and around the school
 - Improved road signage (yellow road markings, banners on school railings etc)
 - Bus service into the village
 - Identification and creation of village car park for the use of Parents, Churchgoers and users of The Crown
 - 'Walking' bus from village car park
 - Use of The Crown car park

- Bus service into the village from Boroughbridge was deemed cost prohibitive by KD

4. Communication with Parents

- KD communicates regularly with Parents. From time to time messages relating to parking, road speed, use of the village green etc are shared

5. Communication with the Parish

- Identified as an area where the Parish could help KD to improve communication by identifying opportunities for the School to communicate activities with the Parish
- Village website and email newsletter was identified as an opportunity

6. Use of the Village Green

- KD was very understanding of the feedback in the survey relating to the use of the Village Green by the School
- Concerns relating to the usage of the Village Green after School hours were discussed. The School formally uses the Village Green on Thursday evening for after-school clubs
- KD ensured that during teaching hours the School supervised any use of the Village Green by the School and schoolchildren. Outside of teaching hours it was not the responsibility of the School to supervise usage

Next steps

- DS & PS to share minutes of meeting with the wider Roecliffe & Westwick Neighbourhood Plan Committee (Committee)
- Offer of the use of the school outside of teaching hours to be shared with the relevant working group
- Participation in the Road Safety week is a great opportunity for the Parish and its Parishioners. Information will be shared with the relevant working group to establish contact with KD to support
- Work with KD to help improve communications between the Parish and School
- Investigate and discuss ideas relating to speed of traffic and parking in and around the village with the appropriate working groups