

**Minutes of Meeting – Stirling Area Access Panel
 Wednesday 4th June 2008 – 7pm
 Bannockburn Community Centre**

Mission Statement: *To promote self empowerment and enable access for all in order to realise their full potential in all aspects of life.*

PRESENT

Robert Dick	Terry Barlow
John Clow	Dawn Marie McIlwraith
Cecil Stokes	Marina McGuire
Peter Rowe	Lee Stevenson

Agenda Items		Action By
WELCOME & APOLOGIES	Jean O'Hare Laura Hoskins Diane Jackson	
MINUTES OF LAST MEETING	Group reviewed the Minutes of Meeting of 7 th May 2008. No amendments. Minutes of Meeting proposed by Robert Dick and seconded by John Clow.	
MATTERS ARISING	<p><u>Secret Shopper</u></p> <p>It was suggested that the secret shopper venue is approached and informed about the findings of the recent secret shopper trip.</p> <p>The date of the Open Day at Balloch is to be confirmed.</p> <p><u>SAAP Logo</u></p> <p>Cambusbarron Primary School have started the project to design the SAAP logo. Dawn Marie to keep Panel updated with progress.</p> <p><u>National Park Access Panel</u></p> <p>Terry still to contact Bridget Jones about membership</p>	<p>Jean Marina</p> <p>Robert</p> <p>Dawn Marie</p> <p>Terry</p>
SAAP Constitution	Constitution is complete and ready to be submitted to OSCAR along with application for charitable status. Terry to sign application form and Trustee form. Action Plan to be completed and included in pack. Hopefully the completed documents can be sent by the end of the week.	Terry Marina Lee

Sub Group Update	Jean produced a draft secret shopper report. Lynn has completed the questionnaire. Panel will contact OSTA to inform them of the results.	
	<p>SDEF website keeps referring to SAAP and using access for disabled in its listing. SAAP is about Access for All. Lee to supply SDEF with the information that is to be held on their website about SAAP. This will include dates of meetings, reports, minutes etc. SDEF is also to be informed that SAAP is not classed as a disabled group.</p> <p>SAAP mission statement and partnership information to be updated on CVS Stirling's website.</p>	Lee
Strathard Trust Action Plan	<p>The plan will include upgrading the pavements in Aberfoyle for wheelchair access. It was suggested at the last meeting that the Trust involve SAAP in discussion around this, the Trust agreed.</p> <p>SAAP members also suggested that the Trust approach Audrey Morrison from Clackmannanshire and Stirling Environmental Trust and Leader Plus for information on potential funding.</p> <p>Marina agreed to keep the group up to date on the Leader Programme.</p>	Terry Marina
Stirling Post Office	Terry felt that his trip to the new post office was satisfactory and the lift met his personal requirements. The panel agreed that all members should visit the facility to give their views on access issues.	Members
Accommodation for Panel	CVS Stirling is still based in the Municipal Buildings for the time being. Suitable accommodation is not yet available. Increased staff numbers mean smaller accommodation would cause problems for CVS. Marina and Terry will attend the next meeting and feedback to the Panel.	Marina Terry
AOCB	<p><u>CVS Board</u></p> <p>The Council on Disability are keen to have a representative on the CVS Stirling Board. Arrangement to be made for John Clow to be co-opted on at the next Board meeting which will be held on Monday 16th June.</p> <p><u>Public Transport</u></p> <p>SAAP received an email about a dangerous situation that occurred outside the train station in Stirling. Terry to contact Fort William, Head Office for National Rail, to establish if the redevelopment at the train station will include changes to the road structure out with the station grounds.</p>	Marina John Terry

<p>AOCB continued...</p>	<p><u>Mobility Festival Glasgow</u></p> <p>Robert Dick informed the panel that this was an excellent conference which allowed for good networking opportunities for SAAP and a chance to promote the Panels services to other organisations.</p> <p><u>Raploch Community Campus</u></p> <p>Robert informed the group that the doors to this facility open outwards which he felt was badly designed and quite hazardous. He also noted that there was a lack of signage around the facility.</p> <p>Cecil agreed to check the doors out from a technical viewpoint and Terry agreed to visit the facility next week.</p>	<p>Cecil Terry</p>
<p>DATE OF NEXT MEETING</p>	<p>Panel agreed to cancel the July meeting because of holiday commitments. The next meeting will be held on 6th August 2008 at 7pm in the Bannockburn Community Centre</p> <p>Lee to email members to inform them of this change</p>	<p>Lee</p>
<p>ADDITION TO FUTURE ACTION TASK LIST –</p>		

Minutes prepared by: Lee Stevenson