

## **MINUTES OF A MEETING OF THE PRESTON PARISH PLAN STEERING COMMITTEE held on 20th April, 2005 at the Half Moon, Preston.**

**Present:** David Theoff (Chairman)  
Oliver Chapman (Acting Secretary)  
Roger Ayling  
Alan Coller  
Lorna Listbrain  
Jan Rudolph

Also in attendance: Louise Perryman and John Greig

**Apologies for absence** were received from Mike Fenney, Martin Ferber and Sharon Walker.

### **Minutes of the last meeting**

The minutes of the meeting of the committee held on 23rd March 2005 were adopted as a true record.

### **Matters arising**

AC reported that documents had been received from the bank but that the contact address was incorrect which he would correct with the bank. DT reported that cheques had been received of £200 from the Parish Council and £178.60 from CIRK.

DT reported on information he had obtained from the Countryside Agency and reported that he would be meeting with Victoria Lawson of CIRK on Friday.

### **Website**

John Greig and Louise P attended the meeting with a view to helping to set up and run the Committee website (although they indicated that, at this stage, they are not keen to serve as full committee members). They outlined what could be achieved and offered to put together some layout designs for approval. RA would provide some photos from the Parish archive and DT would send a copy of the approved letter heading.

### **Annual Parish Meeting**

It was agreed that DT would make a 10 minute PowerPoint presentation of what the Committee is trying to achieve at the Annual Parish Meeting on 4<sup>th</sup> May. OC would assist with the content and JG and LP would help to put together the PowerPoint presentation.

**Consultations.**

The committee discussed the methods of consultation intended to be adopted and it was agreed that included would be questionnaires, the website, a drop-in centre, talks to local organisations and stalls at village events (school fete, steam rally etc).

It was agreed to establish a sub-committee to meet informally, consisting of DT, JR, LL and MF to compile the questionnaires, displays etc for approval by full Committee.

It was agreed that the “round robin letter” would be printed after the Annual Parish meeting and brought to the next meeting so that members could agree areas of the parish for distribution. A letter would also be sent to all village organisations offering attendance at a club meeting.

**Next meeting**

The next meeting would be held on Wednesday 18<sup>th</sup> May 2005.