

**MINUTES OF A MEETING OF THE PRESTON PARISH PLAN STEERING COMMITTEE held on 22<sup>nd</sup> February, 2005 at the Half Moon, Preston.**

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

**Apologies for absence** were received from Martin Ferber.

**Appointment of officers.**

The following officers were appointed:

Vice-Chairman	Roger Ayling
Acting Secretary	Oliver Chapman
Treasurer	Alan Coller
Publicity Officer	Sharon Walker

**Co-option of member**

It was agreed to co-opt Michael Fenney to the committee. It was also agreed to invite Sian Bremner and Bernard Marsh to the next meeting with a view to co-opting them to serve on the committee.

**Minutes of the last meeting**

The minutes of the meeting of the committee held on 8<sup>th</sup> February, 2005 were adopted as a true record.

**Constitution**

OC circulated a draft constitution for the committee and it was agreed to adopt it formally.

**Bank account.**

It was agreed that the treasurer would make arrangements to set up a bank account as soon as possible (preferably at Lloyds in Wingham) in the name of Preston Parish Plan Steering Committee and that the treasurer and chairman would be joint signatories on the account.

### **Stationery**

The committee discussed the production of letterheadings etc and it was agreed that DT and RA would liase and produce a draft for approval at the next meeting.

### **Funding**

OC reported that he had been notified of a Rural Community Funding meeting to be held at Harrietsham Community Centre on Wednesday 16<sup>th</sup> March, and it was agreed that SW and LL would attend on behalf of the committee.

The committee then discussed potential sources of funding including grants, sponsorship, fundraising etc, and it was agreed to defer further consideration until after the meeting referred to above.

### **Consultations.**

JR reported that the 2001 cencus returns showed that there were 713 people living in the parish and 280 dwellings.

The committee discussed at length the methods to be adopted for consultations and it was agreed:

- a) OC would draft a letter for consideration at the next meeting to be circulated to all households and businesses in the parish, to introduce the committee and what it seeks to achieve.
- b) AC would approach John Greig to see if he will help to put together a website.
- c) OC would obtain a list of organisations operating within the parish from the parish clerk.
- d) OC would write to the village correspondent on the Kentish Gazette to publish progress to date.
- e) SW would make contact with Dover District Council and other agencies to notify them of what we are doing.

### **Venue for future meetings**

It was agreed to continue to use the Half Moon for future meetings.

### **Next meeting**

The next meeting of the committee will be held on Wednesday 23<sup>rd</sup> March, 2005.

The meeting ended at 9.30pm.