

MINUTES OF A MEETING OF THE PRESTON PARISH PLAN STEERING COMMITTEE held on 23rd March, 2005 at the Half Moon, Preston.

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

Apologies for absence were received from Martin Ferber.

Minutes of the last meeting

The minutes of the meeting of the committee held on 22nd February 2005 were adopted as a true record.

Co-option of member

It was agreed to co-opt Sian Bremner to the committee

MF reported that he had been in contact with Bernard Marsh who was reluctant to join the committee

It was agreed to invite Leanne Ross to the next meeting with a view to co-opting her to the committee

Bank account.

AC reported that he had completed the forms for the setting up of make arrangements a bank account 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. The committee agreed to the submission of the forms and the establishment of the account as reported.

Stationery

DT submitted samples he had prepared of suggested stationary formats and the committee adopted an agreed format.

RA would provide an invoice for stationary and other essentials and OC would write to the Kent Rural Community Council for part payment of the grant before the end of the month.

Website

AC reported that he had spoken with John Greig who was keen to help with the setting up of a website. There was some discussion about the format of a website and what should be included and it was agreed to invite John to our next meeting to take the matter further. It was agreed that DT would reserve a website at a cost of £2 in preparation of producing the content of it.

Funding

It was agreed that OC would contact the clerk to the Parish Council with a view to drawing down some of the funds allocated by the Parish to give the Committee an operational float.

SH reported that she had spoken with Dover District and Kent County Councils and that it appeared that those bodies had indicated that they would contribute to the costs of consultations with Council house tenants and children in the village respectively. Such assistance will be much appreciated and SH will pursue the offers further and provide additional information to ascertain exactly what is being offered.

Consultations.

The committee discussed at length 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 also felt that it would be a good idea to research the websites of parishes which had been through the process and, if necessary to contact them to try to learn the best methods, pros and cons and pitfalls. It was agreed that DT, AC and SW would research a total of 10 of the best sites between them and report back to the next meeting.

It was agreed that the ideal time to launch the consultation process would be at the Annual Parish Meeting on 4th May, when most village organisations are likely to be represented and there was discussion about whether there was sufficient time to prepare a PowerPoint presentation. OC indicated that he could probably borrow a PowerPoint projector for presentations. It was agreed that the Annual meeting would be used for the formal launch and OC will ask the Parish Clerk to include an item on the agenda for that meeting. It was also agreed that the committee would strive to put together a PowerPoint presentation by then and, to that end:

1. AC would ask John Greig if he would be willing to help with putting together a PowerPoint presentation.
2. OC would supply RA with a list of village organisations with a view to him making contact to obtain up-to-date photos of their membership to go with the parish archive photos as part of the presentation to graphically illustrate how villages and lifestyles change, and how important it is to manage that change.

The draft “round robin” letter informing residents of the intentions of the Plan, prepared by OC was agreed in principle but it was decided to not deliver it until after the launch at the annual parish meeting.

Next meeting

The next meeting of the committee will be held on Wednesday 20th April 2005.

The meeting ended at 10.00pm.