

Minutes Breage NDP SG meeting of 21/08/18.

Attendance: Richard McKie, Ian Stovell, Chris Ralph, Clive Richards

Apologies: Lindsay Bryning, David Davies, Karen la Borde

Also in attendance: Tony Woodhams

Agreed:

1. Notes of meeting of 17/07/18 agreed
2. Income of £2100 drawn down to date, expenditure of £27.72 to date.
3. Ensure contractor completes web site/goes live for 31/08/18
4. Ian Stovell/Clive Richards to be trained and take on role of web editors
5. Publicity posters to be completed asap
6. Put back printing/distribution of newsletter to all households to 14 September
7. Complete design/text of newsletter for week commencing 3 September to meet CC requirements
8. Reports on Godolphin Cross, Ashton and Carleen publicity events noted
9. Attend Carleen Show on 8 September to publicise/consult on NDP
10. Look at emerging Crowan NDP as potential model for Breage NDP
11. Next meeting at Breage Parish Rooms as per schedule.

Actions:

1. Get bank mandate changed for signatures from Stephen to Ian (RmcK)
2. Check and book venues for next 5 months of meetings as per agreed meeting schedule (CMR)
3. Secure completion of NDP posters for circulation around parish (KLB)
4. Produce and get article on NDP in next editions of Link and Chronicle (RmcK)
5. Add photos to Godolphin Cross and Ashton Fete reports (IS/CliveR)
6. Provide photos of parish to web designer for use on web site (DD)
7. Work with web site contractor to complete web site to go live on 31 August (CMR)
8. Ian/Clive to act as web editors and receive training from web site contractor (IS/CliveR)
9. Inform web site contractor of web editor role of Ian/Clive and request training (CMR)
10. Complete work on poster design and printing (KLB)
11. Provide edited text for newsletter to Karen (CMR)
13. Copy proposed text for newsletter to Chair of BPC (CMR)
12. Provide BPC crest to Karen for use on newsletter (CMR)
13. Put back printing/distribution of newsletter to 14 September, Chris to arrange with CC (CMR)
14. Complete design/text for newsletter for week commencing 3 September (KLB)
15. Clive to circulate write up of Godolphin Cross and Ashton events (CliveR)
16. Secure permission to attend Carleen Show via Phil Darby (CMR)
17. Man display at Carleen Show in shifts (CMR/IS/DD)
18. Clive to provide tent for Carleen Show if needed (CliveR)
19. Ensure Breage Parish Rooms available for next SG meeting (CMR)
20. Provide monthly progress report to BPC (CMR)
21. Prepare agenda for next SG meeting, circulate and copy to BPC (CMR)

Next meeting: 18 September, 7.00 - 9.00, Breage Parish Rooms, Breage

