

FRADLEY NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of Meeting held on Wednesday 4th November 2015 at St Stephen's Church, Fradley

PRESENT: Linda Wild, Greg Jones, David Derrick, Cllr Lynn Beaumont, Richard Green, Sandy Carruthers, Chris Harrington, Cllr Simon Roberts

1 APOLOGIES: Jo Spence

2 MINUTES OF LAST MEETING (21st October 2015)

The Minutes were accepted as a true copy and will be posted on the Parish Council and FNP website.

3 MATTERS ARISING

Timesheets – Richard and Chris Gillie's still outstanding. David will send them the template to use.

Projector – Simon will be visiting the school on Friday to get a demo in readiness for the public meeting.

Questionnaire collection boxes – The group has four possible boxes. Four more are yet to be sourced. Lynn will ask Gaynor at Fradley Post Office if they have any suitable for our use. All boxes will be kept by Lynn at home until needed.

Action: Lynn

8 laminated notices will be made for the boxes.

Action: Linda

4 TREASURER'S REPORT

A cheque was presented to Sandy for sundry items that had been outstanding from early this year.

Costs this month have amounted to £966.08, leaving a balance of £1,533.92.

It was agreed that the Treasurer would write post-dated £50 cheques to the webmaster for his monthly maintenance costs.

5 QUESTIONNAIRE

It was agreed that the current front sheets of the questionnaire did not demonstrate a good enough introduction, or make the competitions visible enough. Therefore, the two front sheets will be re-written.

Action: Lynn

Further issues were also addressed and will be sent to Fiona.

6 PUBLIC MEETING (7th November 2015)

David has provided paper copy slides for the presentation to be delivered by Simon on Saturday. These were worked on and finalised.

An entry has been sent to the Lichfield Mercury advertising the Public Meeting. Further regular updates will be sent in the future.

Action: Sandy

Refreshments – Friends of St Stephens (FOSS) will be approached to see if they wanted the opportunity to provide refreshments (the profits will go to the church).

Action: Simon

Boundary Maps – Some of these will be displayed at the meeting.

Questionnaire - one or two printed copies will be made available for the meeting should anyone wish to view these.

Action: David

Committee members would arrive at the School as near as possible to 9.00 a.m. to help put out chairs etc. in readiness for the 10 a.m. start.

Action: All

7 ANY OTHER BUSINESS

Linda will check with Dennis, the webmaster, that the contact page link on the website was operational.

Action: Linda

The committee extended their thanks to Linda for all the hard work she has put in designing and ordering fliers and banners etc. All agreed that she had done an excellent job.

8 DATE OF NEXT MEETING

Wednesday 2nd December 2015 – 7.00 p.m. St Stephen's Church