

Minutes of the Trowell Matters Newsletter Editorial Committee meeting held at Trowell Parish Hall on Tuesday 26<sup>th</sup> January 2016, directly following the earlier Parish Hall & Grounds Committee.

Present: Cllrs. Mrs. J. E. Bryant - Chairman, G. Lockwood, Mrs. H. Cumberpatch, Mrs. L. Harley & Mrs. P. Cardwell.

Clerk: Mrs. A. K. Mitchell

26/15. To receive apologies for absence.

GL moved to accept apologies from CMG & RMG, seconded by LH. All in favour.

27/15. To receive any declarations of interest.

None.

28/15. To note the minutes of the previous meeting.

LH moved acceptance of the minutes of the previous meeting held on 22<sup>nd</sup> September 2015, as a true record. Seconded by HC. All in favour.

29/15. To receive & review the feedback submitted at the 2015 Christmas Event.

It was noted that there had been 17 entries returned for the Prize Draw. 27 comments were left -12 related to the newsletter, 13 to the Christmas Event & 2 were unclear.

One positive email had also been received.

It was agreed that of those that commented, the majority are in favour of the new style of publication & Members were pleased that any feedback had been forthcoming given previous response rates.

The comments will be kept on file for the foreseeable future.

30/15. To consider proposed items for inclusion in the next Newsletter.

Christmas Event Review.

APM & associated financial information.

Offer of land update.

When to call 999.

Civilian Life.

New Parish Hall car parking arrangements.

31/15. Allocation of Articles.

Christmas Event Review - SW/JEB.

APM & associated financial information - AKM.

Offer of land update - AKM.

When to call 999 - HC to supply to AKM.

Civilian Life - LH.

New Parish Hall car parking arrangements - AKM.

Advertising Enquiry - The Clerk was instructed to ask the potential advertiser what their preferred requirements are before the Committee considers this further.

32/15. Production Timetable.

Copy to the Editor by 22<sup>nd</sup> March 2016 at the latest.  
Final draft to Members by 24<sup>th</sup> March 2016.  
Final copy to the Clerk for printing by 29<sup>th</sup> March 2016.  
Distribution w/c 11<sup>th</sup> April 2016.

33/15. Financial Position to date.

GL moved to accept the latest Committee financial statement, seconded by LH. All in favour.

34/15. Clerk's Report.

Returned post - how to proceed?  
It was agreed that the Clerk should make a complaint to Royal Mail on this issue.

35/15. Date of next meeting.

Tuesday 28<sup>th</sup> June 2016 - to be confirmed.  
The meeting was closed at 8.40pm.

Signed.....Chairman

Date.....