

Minutes of the Trowell Matters Newsletter Editorial Committee meeting held at Trowell Parish Hall on Tuesday 27th June 2017, directly following the earlier Parish Hall & Grounds Committee.

Present: Cllrs. Mrs. C. McGann - Chairman, G. Lockwood, Mrs. H. Cumberpatch, R. McGann, D. Pringle, G. Cotton & M. Westmoreland.

Clerk: Mrs. A. K. Mitchell

01/17. To receive apologies for absence.

None.

02/17. To elect a Chairman.

CLLR. MRS. CYNTHIA MCGANN was proposed as Chairman. Moved by Cllr. Mrs. Cumberpatch, seconded by Cllr. McGann.

Cllr. Mrs. McGann accepted the nomination.

There were no further nominations.

The motion was put to the vote: All in favour.

CLLR. MRS. CYNTHIA MCGANN was therefore duly elected as Chairman.

03/17. To elect a Vice-Chairman.

CLLR. MRS. HELEN CUMBERPATCH was proposed as Vice-Chairman. Moved by Cllr. Lockwood, seconded by Cllr. McGann.

Cllr. Mrs. Cumberpatch accepted the nomination.

There were no further nominations.

The motion was put to the vote: All in favour.

CLLR. MRS. HELEN CUMBERPATCH was therefore duly elected as Vice-Chairman.

04/17. To elect an Editor.

CLLR. MRS. CYNTHIA MCGANN was proposed as Editor. Moved by Cllr. Mrs. Cumberpatch, seconded by Cllr. Lockwood.

Cllr. Mrs. McGann accepted the nomination.

There were no further nominations.

The motion was put to the vote: All in favour.

CLLR. MRS. CYNTHIA MCGANN was therefore duly elected as Editor.

05/17. To receive any declarations of interest.

None.

06/17. To note the minutes of the previous meeting.

The minutes of the previous meeting held on 31st January 2017, were duly noted. The Clerk had received no queries prior to the meeting.

GC advised that the most recent newsletters were missing from the website library. The Clerk will check & update accordingly.

07/17. Committee Terms of Reference – Annual Review.

No changes were proposed at this time.

08/17. To consider proposed items for inclusion in the next Newsletter.

Plunkett Foundation.

Stoney Lane.

Dogs Trust.

FOTS Report.

HS2.

Annual Footpath Walking.

Road thrown litter.

Office Appointments.

09/17. Allocation of Articles.

Plunkett Foundation. - GL

Stoney Lane. - CMG – amendments suggested by HC.

Dogs Trust. AKM – to be considered once received from Dogs Trust.

FOTS Report. - AKM to ask FOTS for report.

HS2. - DP

Annual Footpath Walking. - DP

Road thrown litter. - MW

Office Appointments. - AKM to submit appropriate amendments.

10/17. Production Timetable.

The dates to be set for the production year ahead in accordance with the Committee's Terms of Reference.

Autumn Edition -

Copy to the Editor by 14th August 2017 at the latest.

Final draft to Members by 18th September 2017.

Final copy to the Clerk for printing by 25th September 2017.

Distribution w/c 3rd October 2017.

Christmas Edition -

Copy to the Editor by 2nd October 2017 at the latest.
Final draft to Members by 23rd October 2017.
Final copy to the Clerk for printing by 30th October 2017.
Distribution w/c 6th November 2017.

APM Edition -

Copy to the Editor by 26th February 2018 at the latest.
Final draft to Members by 26th March 2018.
Final copy to the Clerk for printing by 2nd April 2018.
Distribution w/c 9th April 2018.

11/17. Financial Position to date.

It was RESOLVED to accept the 2016/2017 & 2017/2018 statements. All in favour.

12/17. Clerk's Report.

Review of distribution list - it was agreed that all Members should be provided with a copy to amend as necessary & then return to the Clerk.

Clerk to action.

Paper Review - HC complained about the poor quality of the previously used lilac paper. It was noted that only 80g paper & card had been available in lilac. The Committee had resolved to use the paper as the most cost effective option.

The Clerk was asked to circulate details of colours, weights & cost of paper to Members to enable them to consider the options available.

Clerk to action.

13/17. Date of next meeting.

Tuesday 26th September 2017.
The meeting was closed at 10.05pm.

Signed.....Chairman

Date.....