

Minutes of the Trowell Times Newsletter Editorial Committee meeting held at Trowell Parish Hall on Tuesday 22nd September 2015, directly following the earlier Parish Hall & Grounds Committee.

Present: Cllrs. Mrs. J. E. Bryant - Chairman, G. Lockwood, Mrs. H. Cumberpatch, Mrs. L. Harley, D. Pringle, R. McGann & Mrs. C. McGann.

Clerk: Mrs. A. K. Mitchell

15/15. To receive apologies for absence.

LH moved to accept apologies from Cllr. Mrs. Cardwell, seconded by RMG. All in favour.

16/15. To receive any declarations of interest.

None.

17/15. To note the minutes of the previous meeting.

GL moved acceptance of the minutes of the previous meeting held on 30th June 2015, as a true record. Seconded by CMG. All in favour.

18/15. To review & receive Member's feedback on the first edition of "Trowell Matters".

It was noted that the following points had been raised as part of the pre-print consultation with Members this time around:

A suggestion had been received to vary the paper colour used in production.

That the Trowell logo should be in colour - it was noted that this would have cost implications & that this would be discussed under 22/15 on the agenda.

A suggestion to include a regular "Forthcoming Events" box.

The newsletter had been proofed by both GL & SL which the Editor was very appreciative of.

CMG had offered some helpful layout changes which the Editor had actioned.

Concerns about the Neighbourhood Planning item were addressed.

HC asked if the paper could be thicker - the Clerk advised that she had used the heaviest paper available in the colour shade chosen. She will however investigate this further.

HC advised that she didn't like the Vintage font used for the "Trowell Matters" heading.

GL felt the whole banner should be in colour & some pictures or photographs included although he acknowledged that this would increase production costs. It was agreed to see if any parishioners respond to the request for feedback.

DP suggested using colour but still sticking to 2 sides - this would still be a third of the cost of printing previous issues.

LH commented that in this first instance the Council just needs some indication that people are reading it.

It was agreed however that the next edition lends itself nicely to colour as it's the Christmas one.

GL proposed that the Christmas 2015 edition of "Trowell Matters" be in colour & that the TFVC budget be recharged for the cost of producing the poster element of the publication. Seconded by CMG. All in favour.

It was agreed that the next edition will remain as a 2 sided document. All in favour.

19/15. To consider proposed items for inclusion in the next Newsletter.

Christmas Event.
Breathe Easy Group.
Council Meeting Dates.
Christmas Newsletter Raffle.
Christmas Lights.

20/15. Allocation of Articles.

Christmas Event. - TFVC.
Breathe Easy Group. - JEB.
Council Meeting Dates. - AKM.
Christmas Newsletter Raffle. - GL.
Christmas Lights. - AKM.

21/15. Production Timetable.

Copy to the Editor by 8th October 2015 at the latest.
Final draft to Members by 22nd October 2015.
Final copy to the Clerk for printing by 2nd November 2015.
Distribution w/c 9th November 2015.

22/15. Financial Position to date.

It was noted that Members had been provided a working paper detailing the production costs of the first edition for Members information & consideration.

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

23/15. 2016/2017 Budget Proposals.

Following a detailed discussion it was RESOLVED to submit a 2016/2017 budget request to the Finance & General Purposes Committee of £800 net of anticipated income.

24/15. Clerk's Report.

The Clerk reported information concerning an event to be held at Church Close later this month which had been reported to Members by a parishioner at the September Council meeting.

25/15. Date of next meeting.

Tuesday 26th January 2016.

The meeting was closed at 9.50pm.

Signed.....Chairman

Date.....