

NEWCASTLE PARISH PLAN MINUTES

Minutes of meeting held on 7th May 2008 at Newcastle Community Centre at 19:30
Fifth meeting

Present

Lorraine Morgan (Chairperson)
Trefor Morgan (secretary)
Eddie Jones
Lisa Bedford
Terry Jones
Mike Weston (Treasurer)

In Attendance

Polly Smith. Clerk to Newcastle Parish Council.

Apologies

Michael Reynolds
Sandra Davis
Elaine Davies

Minutes of the last meeting 2nd April

These were accepted, approved and signed as a true record.

Correspondence

Lorraine will do a resume of progress so far, so that it can be used by Terry Jones to present at the next Parish Council meeting.
Date of that meeting 28th. May 19:30 at Newcastle Community Centre.

Lesley Wilkes has had to resign due to personal reasons. Her resignation letter was read to the committee.

Her resignation was accepted; she would still be willing to help whenever possible.

Publicity

Following last month's meeting, Mike Cotton was contacted about producing posters, preparing & sending out press releases etc.

No response forthcoming despite his promise to forward a draft poster to Lorraine prior to this meeting.

There have been no press releases to date except the one done by Polly.

We need to know whether Mike is prepared to be responsible for publicity or not. He did not attend this meeting; no apologies were received for his non-attendance. Lisa works with him & she offered to speak to him.

Polly Smith offered to do Press releases to local Newspapers in the meantime.

Suggestion Boxes

These have been put in the locations stated in previous parish plan meetings.
Some responses have been collected from the box located in the pub.

Areas mentioned

Better village Signage, church, Millenium Green

Millennium Green Committee

The committee have expressed a wish to have a question or questions included in the Parish Plan Questionnaire re: funding.

Gardening Club

Only a few of its members live in the parish of Newcastle, so expect few responses in the suggestion box.

School Visit

Lorraine visited Newcastle School to talk to the pupils about producing a logo for the Parish Plan to be used on all correspondence, posters etc. It was agreed that money would be allocated to provide prizes for the best logo.

Recruitment

E. Jones produced a draft Newsletter to be circulated to all parishioners. The document was considered and some slight additions made. It was decided to add inserts asking for volunteers to join the Steering committee or to volunteer for other tasks.

Terry Jones expressed a concern that some parishioners may not realise that they can make suggestions for questions to be included in the Questionnaire.

Lisa Bedford

Suggested that we have labels made using the best logo from the childrens work . The labels to be used on the envelopes with the questionnaires to be delivered to parishioners. (I thought it was a stamp with the words "Newcastle Parish Plan" + the children's logo?)

There was a discussion on the official name of the village - Newcastle or Newcastle-on-Clun ?

People who have lived here all their lives call it Newcastle; the "on clun" seems to have been added to distinguish it from other Newcastles around the country. It was suggested that it should be Newcastle.

Newsletter

Number needed 160

Lisa Bedford will produce the Newsletter using the council office facilities.

Suggest that we add an insert to go with above to invite people to add their names to a return slip if they would like to volunteer to help in some capacity.

Put a date and time in with the Newsletter for the drop in sessions at the pub and school

Distribution

No envelope but stickers to be attached to Newsletter.

Areas of delivery, using the Parish List provided for us by Lisa

Eddie Jones Mardu 95 to 108 and Whitcott keysett 131 to 143

Terry Jones and the Morgans to do Newcastle Village environments and Spoads

Sandra Davis Caldu and beyond . Sandra needs a copy of the Parish address list.

Raising awareness and recruitment.

Drop in sessions at the Crown Inn and the school ?

Need a simple display to be available for these meetings.

Would you be a volunteer?

Use the Job description for volunteers resource sheet from the Toolkit
Provide simple refreshments & a glass of fruit juice\wine – we can pay the landlords for this from our grant.

Best time for session 18;00 to 20:00 hours

Envelopes and stamp for Newsletter

Polly Smith to get envelopes, printer paper and arrange for the stamp to be made.

Disposable cameras

Provide Children at Newcastle School with above and encourage them to take shots of anything in the Parish for inclusion in the final plan.

Sample Questionnaires

Lisa provided sample questionnaires from other Parishes

Pulborough, Bitterley ,Hopesay, Tong, Chirbury, Pickley, Sherrck, Rusbury, Tenbury

Next Meeting

Wednesday June 4th 19:30 at Community Centre

Proposed Agenda

Review of progress

Matters arising from the minutes