

NEWCASTLE PARISH PLAN MINUTES

Minutes of meeting held on Wednesday September 2nd. 2009 at Newcastle Community Centre at 19:00

Present

Lorraine Morgan (Chairperson)
Trefor Morgan (secretary)
Mike Weston
Eddie Jones
Polly Smith
Hayley Aston
Sandra Davies
Terry Jones
Frances Hall

Minutes of the last meeting 11th August 2009

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

Primary school POD Casting
School opens 8th September

Lorraine to write to Headteacher before school opens to suggest dates to hold POD casting event.

Suggested dates Mon 14th and Friday 18th September.

Hayley is available in the afternoon of the above dates to organise the event at the school.
Hayley will send Lorraine 4 to 10 questions to consider.
Some initial questions needed to give the pupils an introduction to the actual questionnaire.

Suggested questions

Where they play

Wild life

What they like about Newcastle

What they don't like

Leisure, where they go

Mobile library.

Do they use any other library

How they get to school

Internet access

Youth questions 11 to 17

Given out on the bus on the return journey from Bishops Castle Community College.
Collect following morning by, hopefully, Kerry Jones.

Example question for 11 to 17 pupils
These were distributed by Hayley
Suggestions and alterations were given to Hayley at the meeting.

For information; Hayley's E mail is; hayley.aston @ shropshire-rcc.org.uk.

September 24th Open Meeting

The date was changed to 15 th October 2009 due to several members of the committee being away.

Meeting to held in the community centre starting at 19:00 hours

Mike Weston offered to front the meeting.

Trefor to book the hall for the new date
Old booking to be cancelled .

Advertising the meeting

Write to all people who appear on the volunteer sheets - **Lorraine**

Put in Clun Chronicle – **Mike**

Posters to be displayed in the usual places – **will you do this Eddie?**

Send letter to Graham Frater at Whitcott – **will you send letter to people below Eddie?**

David Cade Quarry Bank

David and Rita Martin

Debbie Paget Bridge Farm

Provide light refreshments at the the event

Suggestions for organisation of the event:

Have display boards for separate sections of the questionnaire.

Have bullet points of draft summaries displayed on flip sheets - **Mike**

Post - its available for people to highlight points etc.

Introduction; followed by time for people to look at information on the boards.

Meeting to be separated into groups or smaller groups if necessary.

One person from the committee to be responsible for each section of the questionnaire, probably the section(s) for which they were responsible when drawing up the questionnaire

Approach people who we think may be interested in a particular area

Jenny Cole's name given to Lorraine as someone who would help with the ACTION PLAN;

Lorraine will make contact

Examples of action plans from other villages to available at the meeting for people to see a completed, final parish plan document This is our goal!!

Page 3/3

Get draft summaries printed onto coloured sheets, one colour for each section of the questionnaire. This could be done at Enterprise House – **Lorraine to action this; 10 copies of each summary ready for the October meeting.**

How many people will attend?

Mike needs a set of bullet points, drawn from the draft summaries people prepared, for each section of the questionnaire, on an A4 sheet.

Bullet points to go to Mike before 23rd September.

Mike will write them out on Flip charts.

Pens - Mike has some.

Frances will bring Display boards

Need strips of Velcro – Frances will provide

Next Meeting;

Thurs.15th October at Newcastle Community Hall 10:30 a.m. to put up display & get hall ready for the evening meeting.

Display boards need to be available for the morning

Refreshments – who will get these?

Eddie to open up the hall – morning & evening

Space for Hayley to work between setting up & before the meeting, to save unnecessary journeys back & forth

Tess Morris has confirmed the hall is available

Refreshments agreed;

Coffee ,tea, biscuits, fruit juice - Pat Weston will help with refreshments.

Note to Trefor; send minutes to Steve Burge for parish website