

Holme Valley Parish Council

MINUTES OF THE PUBLICATIONS AND EDITORIAL COMMITTEE HELD ON MONDAY 08 AUGUST 2005 -

Those present :

Chairman : Cllr A R Otterburn

Councillors : Cllr Mrs R Bratt, Cllr J R Chilton, Cllr P Robinson

Officers : Mrs MA Bewick

Apologies for Absence

There were no apologies for absence, as all Members were present.

05 18 Disclosure of Interests

None were given.

05 19 Admission of the Public

It was agreed that no items needed to be taken in private session.

05 20 Minutes of the Previous Meeting

RESOLVED: That the Minutes of the Meeting held on 4 July 2005 numbered 05 10 - 05 17 inclusive be received and adopted as a true record of the meeting.

05 21 Quarterly Newsletter

Articles for inclusion in the Autumn 2005 newsletter were discussed, and agreed. The Editor and the Clerk agreed to provide or to chase up on the text for the agreed articles. It was also agreed that the newsletter needed to be with the printers by the middle of September, and this deadline must be borne in mind.

There was some discussion about articles for future editions of the newsletter, and of issues which could be spread over several editions.

RESOLVED: That the above action be taken.

05 22 Printing and Distribution of Publications

(1) Printing of Publications: The Clerk reported to Members that she had obtained three quotations for future printing of the newsletter. Members discussed these prices and agreed that the Clerk discusses the matter further with the current printer. It was suggested that he be asked to hold his price for a further two issues, with a contract thereafter for a further 18 months or two years.

RESOLVED: That this course of action be approved and the Clerk be authorised to negotiate with the current supplier on these terms.

(2) Distribution of Publications: The Clerk reported that the current distributor intended to retire later in 2005 and would only be able to deliver the next issue of the newsletter. Another distributor would have to be identified for future issues thereafter. Members discussed some possibilities and the Clerk was asked to make inquiries of the current distributor, and to investigate prices from other known companies providing this service.

RESOLVED: That this matter be considered again at a future meeting.

05 23 Making a Difference Day

Holme Valley Parish Council

Members had received information from CragRats about possibilities of a one day volunteering exercise for that company. It was seeking ideas and suggestions. Some suggestions were made which should be referred to the General Purposes Committee which was meeting later that evening.

RESOLVED: That Cllr. Chilton be asked to pass on these comments to the General Purposes Committee.

05 24 To agree date of next meeting

RESOLVED: That the next meeting of the Publications and Editorial Committee be scheduled for 30 August 2005 at 3.00 pm.

05 25 Parish Website

Members viewed the draft website as prepared to date. Cllr. Mrs. Bratt and the Clerk had a number of points to discuss with the website developer, but the present webpages allowed Members the opportunity to see the style and ideas developed so far. A further meeting would be held later that week with the developer to sort out various points.

Members confirmed that they were happy with the look and feel of the site to date, and asked Cllr. Mrs. Bratt and the Clerk to continue with their discussions and to progress the site ready for its launch in September 2005.

RESOLVED: That Cllr. Mrs. Bratt and the Clerk be authorised to discuss and agree further development of the website towards the presentation of the final version to the Committee prior to its launch.

The Chairman thanked them both for the work that they had already put in to the development of the website.

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Chairman