

**Sutton cum Lound Parish Plan Steering Group
Minutes of Meeting – 1 February 2011
Held at the village hall**

In attendance:

Brian Seddons (BS)
Sharon Dyson (SD)
Andy Close (JAC)
David Wilson (DW)
Joan Richardson (JR)

Kathryn Seddons (KS)
Angela Close (AC)
Martin Rees (MR)
Jason Soresby (JS)

Apologies:

John Gough (JG)

Guests:

Cllr Liz Yates (LY)

Jan Pauley (JP)

Village Signage

At the invitation of SD, Jan Pauley of Notts LIS attended the meeting with 2 colleagues and brought along a selection of sample village signage. The signs are cast aluminium and decorated with acrylic paint. Discussion took place about the number of signs required and the content of any design featured. If all 4 entry roads to the village were signed, the signs would all have to be the same design, however, if only 2 entry roads had signage, they could potentially have different designs. JP confirmed that all planning and copyright permissions would be dealt with by her. LY supported the proposal to provide signage for the village.

Group members were requested to supply up to 3 ideas for pictorial images for inclusion on the finished design. These ideas would be collated by the Chair and forwarded to Jan Pauley for a number of design mock-ups to be produced for consideration.

Ideas initially discussed included the church, Royal Ordnance factory, the Duke of Portland's crest, wetlands and Idle Valley and links to the Pilgrim Fathers.

ACTION: ALL MEMBERS

Notes of Previous Meeting

The notes of the previous meeting (11 January 2011) were approved.

Matters Arising

The bank account form was returned having been completed by JAC and SD. JS to be additional signatory however an additional sheet was required from Lloyds TSB for this purpose and this would be obtained by KS. **ACTION: KS**

Letter to school regarding parking was still outstanding. **ACTION: BS**

Constitution of Group

The Constitution was signed by members not present at the January meeting, leaving JG as the only outstanding signatory.

Finance

No monies have been expended or received since the last meeting. The balance remains at £759.24 although AC pointed out that the hall rental invoice for £37.50 had recently been issued to the temporary Clerk to the Parish Council for payment.

JAC asked for confirmation that the £7,000 ring-fenced for Parish Plan use was still available. MR explained that the funds were still there to be spent on any items relating to the plan. There was concern that this money may be spent without the knowledge of the Steering Group, and that the Group should be involved in any decisions to use this funding. It was agreed that a prioritized list of items from the plan was the best way forward.

Parish Plan Priority List

Discussion took place on the items within the plan that should be looked at first, and it became apparent that some of these fell within the Parish Council, and were already on the Council's own Action Plan. JAC volunteered to produce a draft priority list based on the actions identified in the Parish Plan matched against the Parish Council Action Plan. **ACTION: JAC**

DW working to produce a pack of information about how to promote activities in the village. This would include who to contact regarding the various mediums, and any deadlines involved. Due to time constraints this was not discussed at length, however DW had more work to do before circulating to the Group members. **ACTION: DW**

Any Other Business

BS advised the meeting of information from JG regarding speeding signs, suggesting that there may be a more cost effective option based on work JG was involved with currently. Hopefully JG would be at the next meeting to provide further update.

MR had contact with a village where an open notice board was employed and is attempting to get costings. **ACTION: MR**

Discussion took place regarding the recent questionnaire from Bassetlaw District Council regarding future housing developments. Most group members were alarmed by this as the Parish Plan clearly stated that no housing development would be welcome. MR suggested that everyone responds to the questionnaire and that both he and the Chair should write to BDC expressing these concerns.

ACTION: MR & BS

There being no further business the meeting closed at 9.15 pm

Date/time of next meeting: Tuesday, 1 March 2011, 7.30 pm in the Village Hall.