

# POTTO PARISH PLAN REVIEW 2018 STEERING GROUP

Minutes of Meeting, Tuesday 30<sup>th</sup> October 2018

Present; Cathy Young, Charles Parry, Ed Hempsey, Elma Griffin, Colin Moore

Apologies ; Steve Agar, Kendra Grocott

## 1. Minutes of previous meeting

- Minutes of meeting held on 6<sup>th</sup> September were accepted as an accurate record.

## 2. Funding Update

- The prize draw winner has been paid
- Both SA & CP have been reimbursed for the expenses they incurred over the Launch event
- The Localities Budget monies remain as per last meeting.
- The Making a Difference Grant funds stand at £723.00 in PPC bank account after above payments have been made. A further £200 is available to be claimed from Hambleton DC.
- M Whitlock has yet to provide the graphical representation of the results, work that he quoted at £250. There was some concern that he may be too busy to produce the graphics in an acceptable timeframe.
- Members of Steering Group to suggest any contact they may have to provide the graphics as an alternative source.
- CY to approach printer for a quote to provide formatting as well as printing.

## 3. Parishioners offers of help

- Phil Harper has been contacted with the list of potential Village Hall helpers
- EG will check with SA progress on PC helpers
- CY to check with KG progress on Pride in Potto helpers.

## 4. Executive Summary

- A draft summary was tabled
- The summary will need to contain some demographic data
- The number of Potto dwellings has been determined at 118 from the list of addresses provided by Hambleton DC

## 5 Action Plan

- Members agreed to provide descriptive summaries as per the list in the draft summary.
- CY to provide a summary for the Community section
- The previous Plan is to be used as a template for the descriptive summaries, draft copies are to be circulated by email to all members for co-ordination at the next meeting.
- CY has a selection of photos for inclusion in the final plan
- SA/EG to provide a list of actions that are outstanding from the previous plan and to confirm which are to be included in the final plan
- CY to contact Peter Cole (HDC) for assistance in creating the actions from the responses

## 6 Next Meeting

- Next meeting was agreed for Tuesday November 27<sup>th</sup> at 7pm