



# Notes of Meeting L07

LOCATION : ZOOM MEETING

DATE : JUNE 29 2021

PRESENT : David Pankhurst [DP], Amy Head [AH], Mike Inkson [MI] and Win Inkson [WI]

OBJECTIVE : A liaison meeting between Peasmarsh Parish Council PPC and the PNDP Volunteer Group;

Item	Notes	Action
<b>1.0</b>	<b>NoM's L06</b>	
1.1	It was agreed that the notes of meeting put out correctly reflected the discussions on 30 Mar.	
<b>2.0</b>	<b>Formalisation :</b>	
2.1	MI reported that the volunteer group was almost fully formalised : there is now a steering group of 8 people with four sub-groups [Land / Development, Environmental / History, Utilities / Transport and Communications].  Five of the steering group are executive [four sub-group leaders plus Treasury Liaison] and three are non-executive. That group has still to elect a leader and deputy from among its members.	
2.2	The two elements of cost control was discussed. Commitment control [occurs at the moment that an 'order' is placed which could be booking the hall or meeting room for instance] is in the hands of the steering group. Accounting is a joint responsibility between that group and AH who must actually make payment.  It was agreed that when an invoice comes in AH will pass it across for approval as she will not know whether the invoice is genuine or whether there is a dispute about the supply / price.	AH for all future invokes
<b>3.0</b>	<b>Communications</b>	
3.1	MI reported that all aspects of communication seemed to be working although the use of nextdoor was being questioned as it doesn't seem to be nearly as effective as facebook.  A new version of the website – suitable for all screen sizes – is now up and running and the banner was in place outside the hall.	
3.2	Equally importantly, MI reported that the street angel system is working well : the survey and flyer being delivered efficiently.	
<b>4.0</b>	<b>Baseline Information</b>	
4.1	MI reported that he had circulated a draft response to the form that RDC now requires for review of the need for an SEA. He particularly needs DP and GS to respond. We shouldn't wait for the results of the consultation / survey as too much time will be lost.	DP and GS asap



<b>5.0</b>	<b>Workshop Preparation</b>	
5.1	MI reported that the personal survey was issued and that responses were already being received, both into the box at Jempsons and online..	
5.2	The business survey is also active [limited to online] although no effort had yet been made to contact businesses to ask for returns.	
5.3	MI confirmed that the structure of the event is still as originally conceived except that the volunteer group had come to the conclusion that formal speaking would not take place. Various videos and/or PowerPoint presentations would be available to use on an <i>ad hoc</i> basis.	
5.4	MI reported that KH and he had met with the school head and that any misunderstandings on her part had been cleared. The school will be displaying what the children see the future of the village at the event.	
<b>6.0</b>	<b>AOB and Next Meeting</b>	
6.1	There being no AOB, next meeting agreed Monday 26 July at 16:00	