

## Notes from a meeting of the Management Group

Held at Dobbins Lane  
on 14 September 2009  
at 4.30pm

**Present:** Cllr Mrs Toft-Hunt (ST-H), Cllr Steven Worth (SW), Cllr Alan Myers, Fiona Lippmann (FL),

### **Apologies:-**

Apologies were received from Cllr Karen Saunders and Cllr Sadia Hersant

1. The current financial statements and payments lists were considered. The group **recommended** acceptance by full Council.
2. It was **recommended** for full Council agreement that the Wendover Review Account (current balance £682.00) be made available to support the Healthcheck Initiative. The Healthcheck Steering group should request funds for specific items which could be paid from this budget.
3. The Vicar of St Mary's would be written to with an explanation of the expiration of the formal agreement for Parish Council contributions to churchyard care, emphasising that if funding is to be continued, negotiations would need to be entered into.
4. The Clerk was asked to identify which broken slabs on the MW should be repaired and a quote put to the Amenities Committee for approval.
5. Training was discussed for councillors. Contact would be made through the Chairman and Clerk to all training providers to get an update on current courses available.
6. The Clerk consulted with the Group on attending a series of courses on fundraising. The charges for these would be £40 in total. Attendance was agreed, due to a short timescale for response.
7. Each of the councils main projects was discussed to ensure progress. Each has a leader with the following exceptions:
  - a. Web-site technical design – Chair offered to take this on with Cllr Louis, with the note that this must stay linked to the Comms WG for content. **Recommendation** to Council is to establish web-site design working group
  - b. The Chairman asked for a volunteer to move forward the Fairtrade Town status. The main outstanding issue preventing gaining Fairtrade status is the establishment of a FairTrade Steering Group with a Cllr representative. Cllr Myers would approach the team at @ St Mary's for volunteers for a steering group.
  - c. The structure of the Parish Council since 2008 was reviewed. It was **recommended** to Council that the structure was working and would be continued with.
  - d. The Carol's Around the Tree event was discussed. In the absence of volunteers to act as a co-ordinator, the Parish Council would continue with the old format. If any other volunteers/societies wished to set up stalls on the MW, then the normal rules would apply.
8. The Christmas Tree would be ordered from The Old Farm Shop.
9. The number of Amenities Committee meetings was reviewed and it was proposed to schedule a monthly Amenities Committee meeting on the same night as the mid-month Planning Committee meeting. This would be added to the meeting calendar.
10. It was proposed that a Christmas Dinner for staff and councillors would be held on either Sat 9<sup>th</sup> or Sat 16<sup>th</sup> January. The Chairman agreed that the Chairmans' allowance should be used to fund the dinner for staff. Chair will enquire for dates at the Plough at Cadsden as before

The next meeting of the Management Group would be held on 14 October, venue to be confirmed.