



Notes of Meeting L04

LOCATION : ZOOM MEETING

DATE : MARCH 30 2021

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

OBJECTIVE : A liaison meeting between Peasmarsh Parish Council PPC and what will hopefully become the Steering Group tasked with establishing the PNDP

Item	Notes	Action
1.0	NoM's L03	
1.1	It was agreed that the notes of meeting put out correctly reflected the discussions on 9 Mar.	
2.0	Formalisation	
2.1	MBI reported back on his telecon with Julia Edwards Mar 24, noting in particular that she expected to confirm Peasmarsh as a 'Neighbourhood Area' very soon. There was only one councillor yet to confirm acceptance at the time of the telecon.	
2.2	MI and GS confirmed that the 'Brief' document had been accepted by the volunteer group. The only question had been wrt financial liability and GS, as the PPC representative had explained that there was none, that still lay with PPC.	
2.3	It was agreed that the document was best described as 'Terms of Reference' as it wasn't really a brief from PPC even though it requires close liaison with the PPC. It will be presented to April's PPC meeting accordingly.	MI to send to AH
2.4	The meeting confirmed that the Memorial Hall could be used as the postal address of the PNDP effort.	
2.5	The meeting discussed the need for a budget and how the application for grant would proceed. AH confirmed that it would be PPC that applied but Locality was still not open for 2021/22 applications. In the meantime she will try and find the budget used by a comparable parish to help in the development of Peasmarsh's.	AH [by 13/4?]
2.6	In the meantime, the PPC will be asked at the April meeting to cover short-term expenditure until the grant arrives. MI will prepare a short-term budget, expected to be about £250, for discussion at the meeting.	MI to send to AH asap
3.0	Recruitment of Volunteers	
3.1	MI reported that we are currently up to about 12 or 13, many of whom are 'the usual suspects' but others are not. We are still short of younger people. We hope to get a flurry of extra people when the flyer goes out. Nobody has come forward from Jempsons.	



4.0	Communications	
4.1	<p>The Facebook statistics are very good and the website is working but not yet optimised. We are also working on developing a 'NextDoor' presence.</p> <p>We have had an article in Rye News and will also have one in the April Parish Magazine.</p>	
4.2	<p>We are still on track to issue a door to door flyer in w/c April 12. A sub-group of volunteers is working on that.</p> <p>Thanks to Hilary P we are well on track to have a full squad of Street Angels. DP said that they cover about 99% of the dwellings.</p> <p>PPC can print in B&W but colour would have to be by Adams or similar. MI noted that colour would have more impact and as this was the first flyer, worth the extra money. About 520 are needed for dwellings but we also need to cover people who work in the parish.</p>	
4.3	<p>MI reported that Stephen Jempson is prepared to lend us a 1.5m x 1.2m noticeboard. He will also print up to A3 posters for us and suggests we use Care Signs in Rye Harbour for larger posters.</p> <p>He will allow us to man the stand when events are happening.</p>	
4.4	<p>DP suggested that MI approach Jan Weston for coverage in the Village Voice.</p> <p>GS will be discussing a banner at the April PPC meeting. The meeting agreed that nothing should happen on Polling Day.</p>	<p>DP to send contact details.</p> <p>GS 6 Apr</p>
5.0	Baseline Information	
5.1	<p>We have to request a 'screening opinion' from RDC wrt an SEA. It was agreed that it should be a joint letter signed by DP and MI.</p> <p>If a formal SEA is required then it is not clear whether it comes out of the general grant or a separate technical grant.</p>	MI to draft by Thursday
5.2	<p>The parish wants a traffic monitor and DP is currently negotiating for that to happen. In the meantime the group will be sent the data collected monthly by Peter L.</p>	GS to forward data when issued
6.0	Workshop Preparation	
6.1	<p>In the light of Julia E's response we can safely firm up on July 3/4.</p> <p>The structure of the event hasn't changed. MI noted that Julia E is happy to be a guest speaker if asked.</p>	DP to reserve the dates
7.0	AOB and Next Meeting	
7.1	<p>DP asked about on-line polling software. MI confirmed that he had looked at both SurveyPlanet and SurveySparrow. The former is less expensive but technically they are very similar.</p>	MI to finalise and budget accordingly
7.2	<p>There being no AOB, next meeting agreed 27 Apr at 16:00</p>	AH to set up