

Carlton Parish Plan Group

Minutes of a meeting held at Home Farm House, 7 Main St, Carlton
at 20:00hrs on Thursday 19th July 2012

Present: S G Tupling (Vice chairman), R J Brockhurst, P Lockwood,
C J Peat, C A Piggon, T P Sharp (Members).
Apologies: S E Frazer.

1. Minutes of the meeting of Thursday 14th June 2012

The minutes **were agreed** and signed by the Chairman of the meeting.

2. Final Report

The revised Final Report had been copied to all members, and was reviewed. The layout was approved – changes had increased the number of printed sides of A4 from 31 to 37. Two key sections had been revised and the revisions were discussed and agreed. Typographic errors were noted for correction.

It was resolved that the amended Final Report be approved for publication.

3. Printing of the Final Report

The layout had not been finalised in time for quotations to be obtained for printing the final text. Instead, four quotations had been invited, and three obtained, for printing 160 copies of the draft text (32pp) in greyscale as a stapled A4 booklet. The three quotations were:

(A) £220.00; (B) £ 192.00; (C) £153.60.

It was resolved that the printing contract be awarded to copy shop (C – The Printing Works, 56 Rugby Road, Hinckley), providing that their figure for printing the revised report was comparable.

In view of the low cost of this quotation, it was agreed that the print run be increased to 180 copies.

4. Delivery of the final report

It was agreed that the Final Report be delivered by group members on receipt from the printer, with delivery being completed by Sunday 29th July.

5. Public discussion meeting

It was confirmed that the public discussion meeting be held at 6.30 pm on Thursday 16th August 2012 at The Gate Hangs Well. The licensee **was thanked** for agreeing to host this meeting.

The public meeting was advertised inside the front cover of the Final Report, and a draft article **was approved** for publication in the August issue of Carlton News.

6. Financial report

There had been no financial transactions since the last meeting. The balance in the Group's account with Carlton PC was £238.78. In addition, a grant of £200 towards printing costs had been approved by the LCC Big Society grant fund. **It was agreed** that a request for this money should be submitted as soon as receipts were available.

It was noted that there was a balance of £40.63 in an account with the Earl Shilton Building Society, under the name of the Carlton Parish Appraisal Team (p.9/7 refers). The former Treasurer had not been able to find the passbook to this account. **It was resolved** that the Secretary contact the previous Treasurer, make another attempt to recover this passbook, and try to get a new one if the original could not be found.

7. Next meeting

It was resolved that the final meeting of the Group be held at 7 Main Street at 20:00 hrs on Thursday 11th October 2012.

The meeting closed at 2145 hrs.

Signed _____

Date _____