

**LGA MINUTES OF MEETING**  
**Tuesday 20 October 10.00am at Jim Carfrae's house.**

**PRESENT:** Jim Carfrae, Janet Mitchell, Robert Vint, Wendy Reid and Ed Vidler

**APOLOGIES:** Susan Holmes, Dave Mitchell, Jeannette Wilmington, and Shirley Prendergast.

Janet Mitchell took the chair and Ed Vidler the minutes.

1. Minutes of previous meeting held on 9<sup>th</sup> October were accepted as a correct record subject to the date of the TOTSOC AGM being changed to the 26<sup>th</sup> November.
2. Matter arising not elsewhere on the agenda:
  - a. Resolved issue re Mike Jones attending meetings ie only attends if invited.
  - b. Meeting re pool still outstanding SP
  - c. Report to TOTSOC meeting to be given by JC
  - d. Noted Charlotte's redesign re Car Park and her comments. Both will be tabled at meeting on 21<sup>st</sup> Oct.
  - e. Approach C Fox for any comments re design / process. JM
3. Structure
  - a. Sue Holmes elected as Chair.
  - b. Membership. We should attempt at the Open Day to recruit members, as this will present an opportunity to talk to individuals and ascertain their skills/ interests.
  - c. Training. Left on hold
  - d. Legal Matters. Once the M of Agreement is in a final state, we will approach solicitors for their advice SH/ EV
  - e. Memorandum. Noted the changes to the document and that it will be discussed on 21<sup>st</sup> Oct. with SHDC. SH/ EV
4. Community Spaces.
  - a. Detailed action put on hold until after the meeting on the 21<sup>st</sup>.
  - b. Check at that meeting that the Facilitator will attend future LGA meetings.
5. Open Day.
  - a. Noted Birdwood booked.
  - b. Agreed that Noni will be asked to carry out the Publicity side as per SH's email. Cost to be agreed. SH
  - c. Previous poster to be revised and circulated. EV
  - d. Comment that SHDC car park notice board could be used re publicity.
  - e. Materials required:
    1. Charlotte's large map, plus ask her if she can attend for some time on the Friday. SH
    2. Discuss with C Fox how much space they will require and how the two presentations will dovetail together.
    3. Use existing photos. SP
    4. Possible Aerial photo. DM

5. List for Attendees.
  6. Overall timescale and summary re project to be prepared. JC
  7. List for those who wish to join including any skills they may have.
  8. Inclusion of Moorashes was rejected as being likely to divert attention away from main purpose.
  9. Need to agree the message we are trying to get over. WR
  10. Contact Anthea re opening times, Keys, table availability (3 or 4), sandwich board availability and method of fixing to walls. JM
6. Visit to Play sites.
- a. JM suggested a possible visit to Wild Spaces at Buckfastleigh. JM to contact JW as the latter had offered to organise other visits. To be set up as soon as possible. JM/ JW
7. Pool. In the absence of SP this item was held over.
  8. AOB. None
  9. Next meeting. As it was assumed that the Facilitator would attend the next meeting no date was fixed until her availability is known. Request that meetings are not held on a Tuesday from JW and noted that DM will not return before 6<sup>th</sup> November.