LLCWSA AGM Minutes from meeting held on July 11, 2012

Present: Pat Haddrell; David Hogan; Lorraine Kindley; Val Peacock; Graham Stewart-Reed; Andrew Tregoning.

Apologies: Sue Beer; Wilf Smith; Liz Shakespeare; Dane Stanley; Ian Mitchel

- Last year's minutes were accepted as an accurate account, and several matters arising were identified and proposed as AOB items.
- **Officers Reports.**

Chairs' Report: PH said that it was with delight that we had Dave with the group and wished him all the best with any further treatment.

- **Treasurers Report**: This was given by PH in SB's absence. Copies of the accounts for 2011-2012 were made available and accepted after some discussion regarding the amount that was taken forward from last year (LK). It was recognised that this was probably due to the delay in this year's AGM. However, it was agreed to check this with SB on her return. It was also reported that a grant will be applied for from The Bridge Trust for the purchase of software to continue the maintenance of the website should the Trustees approve it. (see below under item 4) DH pointed out that the hosting bill will be slightly less than the £90 of last year. SB has sent out invoices for renewal of existing sponsors, and reported that no new ones had come forward. However, the cash balance is good and enough for anticipated needs.

- **Administrators' Report**: DH pointed out a number of additions and improvements to the website. The 'Ticker Tape' display in the Masthead is now linked to the diary entries, and items where the "publicity" box is ticked will appear for 30 days prior to the event date and disappear the day after the event date. Amendments to existing running entries can be done and DH demonstrated this. New software is planned for the Diary to enable repeating entries to be made with a single entry but this will be a project in waiting for the winter. A change of hosting called 'Just Host' raises a payment method issue. DH to address this with SB. DH also talked about the Software (Adobe Dreamweaver) being necessary to continue to maintain the site. He explained the reasons for this and it there was a unanimous vote in favour. There will be changes in the 'button' column. 'Location' content will be moved into 'About our Parish' section to reduce the number of buttons. This should enable all the options to be seen on all screens, regardless of size. It was also suggested that the new Mosaic Logo should appear on the website. It was suggested that it could replace the existing version of the logo, but an alternative was discussed. It could appear as a rolling series of photos showing creative work from the Parish on the Home Page.

- **Sponsorship Drive**: Given that we have lost Andrew Levick; Grayling; and are possibly losing The Pooles as sponsors there is an urgent need to be pro-active in finding new sponsors. One possible way of doing this could be to encourage those businesses on the accommodation page

(currently no charge) to consider becoming a sponsor and getting a promotion on the site without visitors having to go to the accommodation page. PH proposed a letter to every one to promote this. SB may be happy to do this but it will need to be agreed on her return. PH will discuss this with SB. It was also agreed by all the trustees present (and hopefully those not there) to aim to get at least one new sponsor each by the time of the next meeting.

- A suggestion was made to put website information on Littleham/Landcross page of the Crosslet each month via AT. PH to speak to Ann Davies to check if it's OK to do this. Also PH said she would get in touch with SB to put together a letter to Crosslet advertisers regarding joining as a sponsor on the website.

- **Contributor Drive:** It was agreed to leaflet Littleham and Landcross to boost usage and seek possible sponsors/contributors. Following this a check on site visitors will identify if numbers increase. DH to do design. Distribution to be shared around committee. To add incentive to highlight the leaflet it was suggested that a 'lucky' number could be included with prize to the value of £20. This could be linked in some way to going on line to see if the household had won. It was also suggested that an addition to our Parish Welcome leaflet might explain 'how to contribute to site information. DH to look into this with Morris Poole. There is a need for more contributors. We have lost a few i.e. Wildlife, although we now have Biodiversity on a similar theme, but there is a need for additional contributors for some pages to keep things up to

date and fresh.

- **Webcam:** Difficulties have led to an absence of the use of the webcams this year. This feature proved very popular in the past and efforts will be made for next year. Locations with a source of power would be best. Unfortunately, the blue tits chose not to nest in Little Boundstone this year. However, although late in the fledgling season, Andrew has offered a prime site to watch house martins, with easy access to set up the camera. Hopefully, this can be done ASAP.

- **AOB:** LK raised an item from 2011 Agenda regarding the Devon Family History Society and use of the Village Hall. She wonders if this might still be a possibility for the future. It was felt, in the meeting, that the Village Hall could offer groups a desirable space given the additional facilities available. . Also, if the Village Hall committee became a website sponsor there could then be more promotion for use. LK agreed to raise this at the next meeting, and will put more information on the VH page. DH raised User Registry (see minutes from 9.3.2011 item 6)), apologised for the understandable delay in getting this set up, but has it on a list of 'to do' items. LK raised the issue of back up for DH should it be needed. DH is documenting information for a programmer to pick up if the need arises, volunteer is called for. Plans for another 'Wine and Webdom Evening' to be discussed at next meeting, along with feedback on the Sponsorship/Contributor Drive.

Date of next meeting: Friday, October 19. 12.30 at the

Crealock Arms