

## Minutes of the Parking Issues Working Group Wednesday 1<sup>st</sup> November at 10.30 am

Present: Cllrs Buchanan, M Cason, R Knott, J McTavish (Chairman) and J Ogden

In attendance: S Egglesden, Clerk

### 1. To note apologies

Apologies from M. Cason.

### 2. To approve the minutes from the 25<sup>th</sup> October 2017

Several adjustments and additions were made to the minutes and they were then agreed.

### 3. Update on flyers, posters, banners and signs

**Flyers & Posters** – design is with Design Shack and waiting for the proof. Will be ready in time for the launch

**Banners** – final proof approved by members and GBC. KCC did not require to see the proofs. Clerk to order banners today and they would be ready for the launch. The Clerk had approached a contractor to erect the banners and he would be coming to the office on Monday next week to discuss. There are some iron poles in Judson's that could potentially be used for the banners that require stakes.

**Action:** Clerk to check use of the iron poles with Meopham Colts.

**Signs** – Signs Express had now confirmed that they could make the signs from the artwork supplied. These however may not be ready in time for the launch due to the time scale.

### 4. Launch – update on progress

Invites – these had been sent out.

**Agreed:** to invite Daniel Killian, GBC, Rav from the Grand, Kath Donald and Sean Steer from the Community Safety unit at GBC. Cllr McTavish to look at KCC members and see who should be invited.

**Agreed:** Clerk to draft an information note on the launch for the shop keepers and members volunteered to deliver to the shops.

**Press Release:** The Clerk had drafted this and sent it to Cllr McTavish.

**Agreed:** Cllr McTavish to review and send round to other members. Clerk to contact South East News, Meridian and Local Press.

**Programme:**

Cllr Buchanan to open the launch and introduce Cllr Sweetland

Cllr Sweetland to speak

Mayor to speak

Cllr Buchanan to close the launch and invite everyone in the pavilion for refreshments

In the Pavilion:

Exhibition board with posters

Tea, coffee and cakes – organised by Cllrs Knott and McTavish

Parking Cones – Cllr Knott will source parking cones

Photographs – Cllr McTavish has asked a resident to take photos for the council

Sound equipment – Clerk had arranged this with a resident

Clerk to organise name badges for the parish councillors and Cllr Buchanan to wear her Chairman's insignia.

**Agreed:** Clerk to draft a letter to the school regarding putting the flyers in the bookbags.

**5. Pedometers – update**

The grant for £200 has been approved by the Community Safety Unit at GBC and Clerk would order the pedometers. Discussion took place on distribution of the pedometers to the schools.

**Agreed:** to speak with the schools on this and to include the benefits of walking. To discuss further at the next meeting.

**6. Camer Parade – update**

**Trixie Mirror** – Clerk had emailed the Highways Steward for an update

Footpath at the rear of the service road – Cllr Knott circulated a report and had noted all the streetlight numbers.

**Agreed:** circulate the information to N May.

Cllr Ogden reported that the Spar at Camer Parade had installed a sign for information. **Agreed:** Cllr Ogden to speak to shopkeeper to see if the parking information could be displayed.

**Agreed:** After the launch to review parking issues at Neville Parade

Double Yellow Lines in the Service Road behind No. 4 – **Agreed:** M Cason to photograph and pass on to the clerk to forward to N.May as the lines have faded here.

**7. Any other Business**

Clerk has written to the schools regarding any Christmas events but has not received any response to date.

**Agreed:** to discuss distribution of the flyers at the next meeting

**8. To agree on a date for the next meeting**

**Agreed:** Wednesday 22<sup>nd</sup> November 2017 at 10.30am at the Windmill.

The meeting closed at 11.30 am

Signed .....Date.....