

Mtg Min/Friends of the Church of St John the Baptist, Wateringbury

15 Jan 11

See Distribution

**FRIENDS OF THE CHURCH of ST JOHN THE BAPTIST,  
WATERINGBURY, EXTRA ORDINARY MEETING 15 JAN 11**

1. The Friends of the Church of St John the Baptist, Wateringbury (extra ordinary meeting) was held at 0900 AM, Sat 15 Jan 11 at Manor Farm, Wateringbury.

Present:

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|-----------------------|------------------|
| • Chairman            | William English  |
| • Vice Chairman       | Martina Taylor   |
| • Treasurer           | Craig Lighthouse |
| • Churchwarden        | Eddie Scarlin    |
| • Comms and PR Tm Ldr | Lucie Barber     |
| • Comms and PR Asst   | Bill Kirkness    |
| • Membership Member   | Steve Wallis     |
| • Membership Asst     | Chris Clark      |
| • Secretary           | Frances English  |

<b>Ser</b>	<b>Record</b>	<b>Action</b>
1.	<u>Apologies for Absence</u> <ul style="list-style-type: none"><li>• Projects and Fund Raising Tm Ldr Simon Hawkins</li><li>• Projects and Fund Raising Asst Caroline Harvey</li><li>• Comms and PR Asst Nicky Strong</li></ul>	To note
2.	<u>Declaration of Interest</u> <ul style="list-style-type: none"><li>• Nil from all.</li></ul>	To note
3.	<u>Minutes of Last Meeting – 08 Jan 11</u> <ul style="list-style-type: none"><li>• The minutes of the meeting 08 Jan 11 were not discussed with the exception of noting the requirement to meet on 15 Jan 11 to select a website designer/provider.</li></ul>	To note

4.	<p><u>Selection of Website Designer/Provider</u></p> <ul style="list-style-type: none"> <li>• Following an hour of debate concerning the merits and risks associated with the remaining two tabled website designers/providers: DOT based in Lewes and Nick Power based in Chatham, the Chairman asked the Committee to vote. <b>By unanimous vote</b> the 'Friends' voted for <b>Nick Power</b> on the strength that he is able to provide continued support at a favourable price. He is local to the area and offered a package that met fully the needs of the 'Friends' Committee.</li> <li>• Comments from: <ul style="list-style-type: none"> <li>• Projects and Fund Raising Tm Ldr - Simon Hawkin's written comments were read out by the Secretary as a part of the debate before the vote.</li> <li>• Comms and PR Asst Nicky – Strong had offered support to Team Ldr – these remarks were relayed to the Committee through the Comms and PR Tm Ldr during the debate.</li> </ul> </li> <li>• While noting the comments and remarks of absent Members, the Chairman stated that unfortunately they would not be able to vote. While they had received the background papers they had not be able to be present for the debate which was critical to the voting selection process.</li> <li>• The Comms and PR Tm Ldr was tasked with: <ul style="list-style-type: none"> <li>• Enquiring as to what would happen to the operation of our website and code ownership in the event of Nick Power no longer being able to provide a service.</li> <li>• The planning costs for maintenance in coming years.</li> <li>• Contacting Nick Power..</li> </ul> </li> </ul>	<p>To Note</p> <p>To Note</p> <p>Comms and PR Tm Ldr</p>
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5.	<p><u>AOB</u></p> <ul style="list-style-type: none"> <li>• The Chairman informed the Committee that the Mayor would be coming to the 'Friends' launch on the 26 Mar 11.</li> </ul>	Comms and PR Tm Ldr
6.	<p><u>Diary and Work Programme.</u></p> <p>The Committee agreed that meetings would be held at 1100 hrs except when Members requested otherwise.</p> <ul style="list-style-type: none"> <li>• <b>05 Feb 11</b> <ul style="list-style-type: none"> <li>○ <b>Mtg: 1100 hrs Mtg at Manor Farm PR Update Launch Update</b></li> </ul> </li> <li>• 05 Mar 11 <ul style="list-style-type: none"> <li>○ Mtg: 1100 hrs Mtg at Manor Farm PR Update Launch Update</li> </ul> </li> <li>• 19 Mar 11 <ul style="list-style-type: none"> <li>○ Mtg: 1100 hrs Mtg at Manor Farm Launch Brief <b>led by Membership Member</b></li> </ul> </li> <li>• 26 Mar 11 <ul style="list-style-type: none"> <li>○ <b>Mtg: 0930 hrs Mtg at the Church Launch/distribution of flyers</b></li> </ul> </li> <li>• 16 Apr 11 <ul style="list-style-type: none"> <li>○ Mtg: 1100 hrs Mtg at Manor Farm Post launch assessment Initial discussions on Summer Event</li> </ul> </li> <li>• 23 Apr 11 <ul style="list-style-type: none"> <li>○ Easter Project at the Church Chairman to speak Committee asked to be avail to join</li> </ul> </li> </ul>	

10.	<u>Next Meeting</u>  • <b>05 Feb 11</b>  ○ <b>Mtg: 1100 hrs Mtg at Manor Farm</b> <b>PR Update</b> <b>Launch Update</b>	All

*Signed on Computer*

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