

## Carlton Village Neighbourhood Forum (CVNF)

### Meeting Minutes

June 2, 2014

*Present:* Steven Carmody (SC), Darren Lord (DL), Jacqueline Rooney (JR),  
Darren Etherington (DE), Joanne Kershaw (JK), Justin Coley, Howard  
Reece, Stewart Golton, Karen Bruce  
*Apologies:* Peter Ellis, David Nagle

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#### I. Agenda

1. Agree minutes of meeting held 19<sup>th</sup> May 2014.
2. Update on Google Drive
3. Update on website
4. Update on application
5. Decide a date for general meeting
6. Review the flyer
7. Discuss and amend questionnaire
8. AOB
9. Next Meeting

#### II. Discussion

- 1) **Review of minutes** - The minutes from the previous meeting were agreed.
- 2) **Update on Google Drive** – SC stated that the google drive was now accessible to all active members using the password previously notified. Should you require the password, please contact **DE** directly.
- 3) **Update on website** – JC stated that the website was working, and now the application and constitution had been submitted, these would be posted on the site. **JC** to arrange.
- 4) **Update on application** – SC stated that the application and all supporting documentation had been sent to LCC on 2<sup>nd</sup> June 2014 for comment and approval. **SC** will contact LCC regularly for progress updates.
- 5) **Decide a date for the General Meeting** – It was decided that Tuesday 8<sup>th</sup> July would be the date for the general meeting, subject to availability of a venue and a representative from LCC. **SC** to confirm these and advise.
- 6) **Review the flyer** – The flyer was briefly discussed and the design agreed. **SC** will produce a draft and circulate this for comment/approval. **SC** will arrange printing once approved. Both **JK** & **DL** stated that they were happy to arrange the printing if necessary.

DE has had offers from the CVRA to leaflet the following areas:

Richard Sammells – Queens Drive & Shayfields  
Jan Furlong – Town Street and Coronation Street  
James Kenny – Westfield Road and offshoots  
Janice Colbeck – As requested

At the meeting Howard offered to do the Ashtons.

This leaves, The Grange, Main Street, Stainton Lane, Primitive Street, Leadwell Lane, Albion Street, Little Lane, Pitfield Road and the A61 opposite The Gardeners. These areas to be shared amongst the committee.

7) **Discuss and amend questionnaire** – The questionnaire was discussed and suggested amendments to the layout, revised and additional questions agreed. **DE** will draft the revised document and circulate for approval. It is intended that once approved the questionnaire will be circulated to all attendees at the general meeting. **JC** will post a link to the questionnaire on the website for people unable to attend. The website address will be on the flyer. JC suggested and it was agreed that people would have to sign in to the website as a member to ensure that all forms submitted were valid.

8) **AOB** – JC had a list of suggested amendments to the documents submitted, due to time restrictions, these will be circulated to all for comment.

It was noted that PE had sent a plan showing the land in the area owned by LCC.

9) **Next Meeting** 16<sup>th</sup> June 8.15pm in the Unicorn Inn.