

Minutes of the **Website Development Committee** held on **Monday 15th February 2010** in the Village Hall commencing at 7.00pm.

PRESENT: Councillors N Poole (Chair), J England, T Foster, M Caley, G Day, J Mountain and the Clerk.

176. APOLOGIES FOR ABSENCE

Received from Councillor Mrs G Sherwood

177. WEBSITE FEEDBACK

Emailed comments has been received from Mr D Baxendale, a Messingham resident, and circulated to all members prior to the meeting. The initial suggestions for improvements have been actioned by the Clerk in conjunction with Kyanite i.e. Timetable of meetings; pdf document format clearly indicated; and Google submission. The suggestions for additional content were noted and it was agreed that a number of them could be included as the website evolves. It was agreed that the Clerk's time in the development of the website should be kept to a minimum, but the Clerk advised that she expected more than average time to be spent on it in these early stages. It was agreed to thank Mr Baxendale for his constructive comments and to inform him that he is welcome to attend future meetings of this committee if he wishes.

178. WEBSITE DEVELOPMENT

- a) **Home Page** – It was noted that event dates are not currently accessible from the calendar – to be followed up with Kyanite. No other changes necessary at the present time.
- b) **Your Councillors Page** – No changes necessary at the present time.
- c) **Minutes & Agendas Page** – It was agreed that only current agendas should be on the website but that minutes be stored from December 2009 for at least 12 months.
- d) **Parish Map** – It was agreed that until a suitable street map and index can be obtained, a link to Google Maps would be a benefit – to be referred to Kyanite.
- e) **Local Directory/Useful Links Page** – The clerk reported that only six organisations to date have taken up the opportunity to be included. It was suggested that the Horticultural Show and Nature Reserve be approached. It was also agreed to contact Lesley Barley at NLC to request a web link from the NLC website.
- f) **Forthcoming Events Page** – Include the Remembrance Day Service details when they are known.
- g) **Local History Page** – The Clerk advised that she had contacted the Local History Group for input and that they had suggested that the Parish Council could obtain copies of the book for resale via the website. The Clerk had been given a quotation from the printers for a print run of 100 copies for £280 for the Brief History of Messingham plus £121 for the Mackinnon 'Account of Messingham 1824', and suggested that the books could be sold for £3 and £2 respectively or both books for £4.50 plus postage & packing. This was agreed subject to approval by the Parish Council. The map of old Messingham produced by the History Group was also considered for either inclusion or sale but more enquiries to be made
- h) **Photo Gallery** – Councillors England and Day had submitted photographs for inclusion which are currently on the website (there being an amendment necessary to the title of one of the Messingham Sands photographs which is listed as the Nature Reserve). The Clerk advised that she has been given some older photographs which may also be of interest and it was agreed to include these.

178. WEBSITE DEVELOPMENT continued

i) Further Development Ideas

1. Feedback/Enquiry Form – suggestion from Kyanite but it was agreed that it would be unnecessary at this time.
2. It was agreed to ask for a back up disk of the website from Kyanite when it is finally complete.
3. Consider offering commercial businesses an opportunity to subscribe.
4. Recent News page to be removed.
5. Web Statistics Report – agreed that this may be useful – refer to Kyanite.

179. DATE OF NEXT MEETING

Monday 26th April 2010 at 7.00pm.

THIS CONCLUDED THE BUSINESS OF THE MEETING