

Threlkeld Quarry Road Management Company

Informal Directors Meeting, 4th November 2016

Apologies: Denis Frost, Kate Garratt, Roger Wildsmith, Kerry Powell.

Attendance: Lucy Harrison (Chairman), Ian Hartland (Director), Richard Siddall and Wendy Thurrell.

Due to there being few directors present it was agreed we would use this as a working part to address the three key issues we needed to discuss and action.

- 1. Propose and agree a Project Plan for the Road Maintenance**
- 2. Website development plan**
- 3. Membership and administration paperwork**

Project Plan

We have found the minutes of the 17th April 2012 meeting where County Highways' representative agreed to adopt the road should it be brought to acceptable standard. Searching through the standard however, it was agreed that much of this is so expensive as to be currently unachievable within the budgets that we are dealing with.

We therefore agreed that the pragmatic approach would be to maintain the existing surface to a decent standard, which involves

- a. Patching existing and future potholes
- b. Resurfacing sections where required then
- c. Top dressing with tar and chippings to maintain to this standard (see attached project plan with probable costs. Costs needed for Top Dressing to save up for for 2018)

It was agreed that the most likely opportunity for getting the road adopted at this stage (as the standard they are looking at is out of keeping with this area, liable to change and very expensive) is to petition the Highways and Council regularly to ensure we remain at the top of their agenda, should there be capacity in the future that needs to be quickly spent. It is recognised that this is unlikely to happen in the next few years, but at this stage this is the most pragmatic and likely to be effective approach that we can think of.

Lucy & Ian to write initial letter

To ask Kate G and Kerry P for organisational support with campaign letter writing ongoing.

Website

Denis suggested on email an outline website plan that is simple and informative, to act as the Company shop window to be viewed by residents and potential residents and grant donors being relatively static.

It should be a public notice board and archive, with a 'who we are' home page and a summary 'timeline' of the company's activities through the years. Also exhibiting planned works, meeting minutes, annual accounts, list of officers, Memorandum of Articles etc And becoming a complete company archive with just a 'contactus' email link that goes through to Lucy Harrison.

We therefore put the following page plan together:

Home Page

Who we are

What we do

Information (company info,

Future Plans

FAQ's eg I am moving to/from the area, how to become a member

Richard to ask for help drafting each page – administrative support required.

Membership

It was recognised that the administration of the memberships was, to date, a little haphazard and would require some door knocking to work out exactly who has joined and who not.

Richard and Wendy to do what they can with paperwork they have then ask for help when needed

Administration

Lucy to put digital files in drop box to share with Richard.

Lucy to PDF the articles of association so we can all have a copy

Lucy/ Kate G to create a membership form

Next money request to go out March 2017

Richard and Heather Blake of 9 Blencathra View formally accepted as members

Lucy to ask LDNPA to trim the trees past their depot.

The next meeting was proposed for late February 2017

Richard to set date.