

Overton Community Council

Website Committee meeting 6th October 2010

Present: Cllr Burton, Cllr Maskall (Chair) Cllr Pinder, Cllr Pugh, and Cllr Starkey

J Allwood IT Consultant

1. Questions or comments from members of the public – None received.
2. Apologies - None
3. To disclose personal and pecuniary interests in item of business to be discussed at the meeting. None
4. Matters arising from previous minutes
 - 4.1 Text to accompany photographs. **Some of this was deemed incorrect. Cllr Burton to ask History Club for corrections.**
 - 4.2 Tourism Header page. **Cllr Starkey still to present.**
 - 4.3 Holiday Cover. **All committee members to look at information J Allwood will send so all know how to place items, edit etc. if deemed necessary.**
 - 4.4 Website web mail addresses to be set up. **D Burton to organise.**
 - 4.5 Invoicing protocol. **To be altered.**
5. New items discussed.
 - 5.1 Oracle advert – **to be repeated in Nov and Dec issues with slightly altered wording.**
 - 5.2 Joomla - **demo page to be set up for committee members to practise editing etc.**
 - 5.3 E-mail address webmaster @overtonondee.co.uk **to be set up.**
 - 5.4 Contact Dance addiction **offering them a free line.**
 - 5.5 Holiday cover - **Protocol required.**
 - 5.6 Forms **J Allwood to design forms for events and business pages so that we obtain information we require.**
6. To receive any agenda items for the next meeting and confirm date 3 November 2010.
 - Invoicing protocol.
 - Demo pages.
 - Entries for business
 - Question re: using Joomla

Meeting closed 10.10 a.m.