**Overton Community Council**

**Website Committee**

**Minutes of the meeting held on Monday 3rd August 2015**

Present: James Allwood, Cllr Coles, Cllr Pugh, Cllr Rogers and Cllr Thomas-Spires (Chairman)

1. 2015.07 Questions or comments from members of the public - none received
2. 2015.08 Apologies – None
3. 2015.09 Disclosure of personal and pecuniary interests in items of business to be discussed – None received
4. 2015.10 Matters arising from the last approved minutes on 4th March 2015
	1. Website events announce (continuous) – James Allwood is going to look into this **– defer to next meeting**
	2. Letter to businesses new/present on OCC website *–* **this is still to be done - Cllr Rogers – defer to next meeting**
5. 2015.11 Items to be discussed/updates to website.
6. Updated photos ***–* Cllr Thomas Spires has some photos from the Overton Fete and around the village for OCC website – James Allwood has shown the Website Team how to size the photo to go on website – Cllr Thomas Spires is going to have a go and update, notes were taken.**
7. Community Councillor letter to be uploaded – **Website Team had trouble uploading, James Allwood sorted this out for us and notes were taken.**
8. What’s Happening box on front page of OCC website it too big – **James Allwood showed the Team how to reduce this or increase it for the future.**
9. Page on OCC website for Overton Fete – **Cllr Thomas Spires will look into setting this up – Katrina Chalk to do a write up for the Fete for the website.**
10. Cllr Pugh brought to our attention that the Rainbow Centre website page on OCC is out of date – **Cllr Thomas Spires is going to look at updating.**
11. 2015.12 Date of next meeting – To be agreed

The meeting closed at 8.04pm.