

**Notes from the OPC meeting**

Dated : 11<sup>th</sup> December, 2018

Present : John W Cook, Mike Bojczuk, Francis Tonks, Jack Hazelgrove, Mike Whitty

Apology received from Val Cain and Colin Vincent

Item No			ACTION BY
1	Re-Appointment of Mike Whitty as a member of the OPC	Appointed by 2 to 1 in favor, one member abstaining.	
2	Re-Appointment of Mike Whitty as the Chair of the OPC.	Appointed by 3 to 1 in favor, one member abstaining.	
3	New Constitution	It was discussed and agreed that the members would draft a new OPC Constitution with JWC & MW coordinating the redrafting. All members asked to have their suggestion in by the 25 <sup>th</sup> January, 2019.	ALL
4	Mary Davies – New Member.	JWC to write to Mary Davies asking her to attend the next business meeting of the OPC on the 12 <sup>th</sup> February at Brook Mean.	JWC
5	Press Officer	Suggestion made that the OPC should appoint a press officer - Refer to Next Meet	ALL
6	Public meetings	Suggestion made that all OPC meetings should be public meetings – Refer to Next Meeting	ALL
7	Affiliation Fees paid	MW raised the concern that the OPC have been paying affiliation fees to outside bodies and it was agreed this should not happen. MB to report as to what fees are normally paid.	MB
8	OPC Bank account	The cheque issued for printing of the Annual Report to MW was incorrectly completed and therefore not paid. A new cheque is to be issued by MB.	MB
9	New Funding for OPC	JWC suggested that he and MW approach the council leader Daniel Yates for a meeting to seek addition financial support for the OPC in the new year.	JWC/MW
10	OPC letter ref Elections in May 2019	JH reminded the meeting of his proposal that the OPC draft a letter to all those standing for election in the May elections seeking their individual support to the work of the OPC. A new letter to be constructed on the basis of JH's previous letter and approved by Exec Committee.	JWC/MW
11	Roles and Duties	MW stated there is a need to allocate roles and responsibilities to each member of the Exec to be discussed at February meeting.	ALL

<b>12</b>	OPC historic records	MW confirmed that he had spoken with the Council about the historic documents held by them in their archives and enquired whether we should hold the records in paper format, flash drive or leave them with the Council archives? JWC to investigate as to the quantity and report back to the members.	<b>JWC</b>
<b>13</b>	OPC Webpage and Social MEDIA	MB informed the meeting that he is asking for another person to take charge of the website. He also raised the subject of using social media to help promote the OPC. JWC counselled that one had to be extra careful as one wrong message could bring the OPC into hot water. To be referred to the Feb meeting.	<b>ALL</b>
<b>14</b>	Meeting ended	Meeting ended with JWC & MW being reconciled as to their differences and agreeing to work together for the good of the OPC going forward.	