



## NCA COMMITTEE MEETING - MINUTES 13th DECEMBER 2022

**Venue:** The Hub Nansledan

**Present:** Chair - Suzanne Featherstone  
Treasurer - William Benson  
Web Master - Annalisa Mather  
Events Co-ordinator - Theresa Ferguson  
Environment Officer - Tatiana Cant

**Apologies:** Janice Swanson Vice Chair

The following are actions that came from the December meeting.

**Mission Statement**- check constitution for wording of mission statement and send out to everyone - **Action** - William. **Ongoing**

**Constitution** - Send out the newly drafted constitution for everyone to agree before January meeting where it will be ratified ready for publication on the webpage - **Action** William. **Ongoing**

**Membership** - Why we need you. Write up a short blog and send to Annalisa for publication on website. **Action** Suzanne/Annalisa.

**(Complete)**. Theresa to do a Mail Drop for Membership when she gets back. William to draft up a membership leaflet which will be posted to residents by Theresa Mail Drop. **Action** William and Theresa **(Complete)**

**Businesses**- Annalisa to look at this initially and see what we have already on our website. Then we will look to speak with the businesses and see who wants to go on our webpage. **Action**, Annalisa. **Ongoing**

**Events** - Event coordinator will look to recruit event volunteers. **Action** Theresa. **Ongoing**

**Committee** - Committee members who have not submitted their blurb can they please submit to Annalisa **(Complete)**

**Nansledan Live** - Speak to Sarah Bradshaw about the NCA having a page on their quarterly Newsletter. Suzanne. **(Complete)**

**Theatre Group**- Suzanne going to speak with Gary ref the Theatre group which Gary was going to start before he left the NCA. **Ongoing.**

**Christmas Event** - William to send E-mail to Phil Blunt for timings of the Santa visit to Nansledan on 19<sup>th</sup> December. **(Complete)**

**Website Building** - Suzanne to speak with Emma and ask if she would kindly export all the details over to Annalisa for the updated website and membership list. **Action** Suzanne. **(Complete)**

**Media Input** - Theresa to remind Duchy to send across Photos of event. also try and draft a quick blog for Newquay Voice. **Action** Theresa **(complete)**

Next catch-up meeting on the 2nd Tuesday of January 10th Jan