

Overton Media Group

Date of Meeting: 30.01.09
Attendees: Mark Winter, David Llewellyn, Lucy Sloane Williams, Laura Harley, Virginia Langer, Chris Penney
Apologies: Keith Green, Alan Whitney

| Discussion Item | Actions | By Whom + Date |
|----------------------------|---|--|
| Website Maintenance | <p>The number of hits for 2008 was 14232 compared to 13846 in 2007. The number of hits for January 2009 was up on January 2008.</p> <p>It was agreed that the diary was underused and it was agreed to move the whole month to the front page to see if this had an impact. This would be reviewed at the next meeting. It was agreed that this should also be a News and Views article.</p> <p>It was agreed to look at diary facilities on other websites to see if the format could be improved.</p> | <p>Mark/Laura</p> <p>All</p> |
| New website items | <p>The new News page was now running and would be available from March. Anyone could have a log in and there were various levels of users. Mark agreed to set up all the OMG members as 'trusted users' and Laura as an 'administrator'. It was agreed to approach the following people/groups to see if they would like to be able to log in to the News page: Richard Baldwin, Colin Parker, Overton Rugby Club, St Mary's Church, Overton School, Playgroup, Football Club, Cricket Club, doctors surgery, dentist, chemist, Steve Williams (Scarecrow Festival), borough councillors.</p> <p>Mark agreed to enable the picture facility on the News pages.</p> <p>The Mailing List facility was also in place and it was agreed that this could be accessed from the front screen. Subscribers would be sent diary information and other updates.</p> <p>News and Views article to be written about the News and Mailing List.</p> <p>Chris asked that News and Views appear as a separate button on the front screen menu. It was agreed that 'official parish council documents' should have a menu button within the parish council section. The Four Year Strategy would be linked to the 'Have Your Say' button.</p> | <p>Lucy/Laura</p> <p>Mark</p> <p>Mark</p> <p>Laura</p> <p>Mark</p> |
| News and Views | <p>Chris was concerned about what constituted a 'commercial' insert with particular reference to the OMI calendar that was produced every four months. He was also concerned about the inserting process – as some News and Views had been mislaid during December.</p> <p>Chris asked to change the wording with regard to letters from the public. He suggested 'No anonymous letter will be published; names may be withheld at the Editor's discretion'.</p> | <p>OPC to consider</p> <p>OPC to consider</p> |
| AOB | No AOB | |
| Next meeting | 9.15am on 29 th May 2009 at 1 Riverside Close | |

