

**WILLASTON NEIGHBOURHOOD PLAN COMMITTEE**  
**MINUTES OF MEETING HELD ON 27<sup>th</sup> OCTOBER 2015**  
**at ST. LUKE'S CHURCH HALL**

Present : Maurice Jones, Craig Bailey, Shirley Brazier, Ann Jones, Colin Todd, Keith Ward, Martin Langhorn, Anna Cutts, John Flackett, Frank Morton

& Rob McIntosh (Web designer)

Apologies : Wayne Lewis.

**Website Update**

- Test site has been updated with colours in Willaston Parish Council logo  
<http://wnp.rjmit.net/>
- Agreed live site domain name to be:  
[www.willaston-np.org.uk](http://www.willaston-np.org.uk)
- Web hosting (by company located in Willaston) will cost £50 per year
- Analytics is required for the site to monitor volume of traffic to site, most popular pages, etc. (e.g. Google Analytics)
- Details currently on site can be updated – Rob to give training how to do this
- It will be responsibility of Committee to update site (with support from Rob is required)
- Test site to be updated first before moved to live site
- Aim for site to be given OK to go live at meeting on 10<sup>th</sup> November
- Possible to have a gallery page for photos (Photos need to be sized before or during upload to site)
- “Contact us” will go to email address: [info@willaston-np.org.uk](mailto:info@willaston-np.org.uk) which will be re-directed to [willaston-np@gmail.com](mailto:willaston-np@gmail.com) (This email address will need to be monitored by group)
- Other email addresses can be set up from WNP website (for @willaston-np.org.uk) if required
- A link to this WNP site will be provided from willastonweb.co.uk and vice versa
- Will need to advertise new WNP site when live
- Long-term plan is for WNP site to become main village website (i.e. use domain www.willastonweb.co.uk)

**Next meetings**

**Website training: Wed 4<sup>th</sup> November at 2pm at 32 Hollybush Crescent, Willaston**

**Next meeting: Tuesday 10<sup>th</sup> November at 7.30pm at 32 Hollybush Crescent, Willaston**