

Time commenced: 2.00pm

Time finished: 2.50pm

**PLAIN ENGLISH PANEL
21 FEBRUARY 2008**

Present: Councillor Bolton – In the Chair
Councillor Webb
Rosa Drohomirecka – Communications Advisor
Steve Ferguson-Swain – Regeneration and Community
Susana Pando – Democratic Services

07/07 Apologies for Absence

Apologies for absence were received from Councillor Hird, Sian Hoyle and Sam Whitworth

08/07 Minutes of Previous Meeting

The minutes of the previous meeting held on 15 October 2007 were approved as a correct record.

09/07 Draft “A guide to parenting programmes”

The Panel considered, and made changes to a draft leaflet, which gave details about help available for parents who struggle to cope with the behaviours of their children.

Resolved that the changes would be made to the leaflet as recommended by the Panel.

10/07 Museum Web Pages

a) Art Treasure – The Orrery

b) Derby Museum and Art Gallery

The Panel considered and made changes to the Derby Museum and Art Gallery and Art Treasure web pages received and presented by Steve Ferguson-Swain.

Resolved that the changes would be made to the documents as recommended by the Panel.

**11/07 Regeneration and Community Department
Recruitment Booklet**

The Panel considered a recruitment booklet that had been printed and distributed in some of the Regeneration and Community Departments

Resolved to pass on the suggestions made by the Panel to the booklet's producer.

12/07 Date of Next Meeting

It was agreed for Rosa Drohomirecka to consult with the Chair to arrange a date for a future meeting.

MINUTES END