

Time commenced: 2.00pm

Time finished: 2.45pm

**PLAIN ENGLISH PANEL  
6 FEBRUARY 2006**

Present: Councillors Bolton – In the Chair  
Councillor Travis

Rosa Drohomirecka – Communications Advisor, Community  
Policy

**31/05 Apologies for Absence**

Apologies for absence were received from Councillors Khan and Turner.

**32/05 Minutes of Previous Meeting**

The minutes of the previous meeting held on 21 December 2005 were approved as a correct record.

**33/05 Paying by Direct Debit - Leaflet**

The Panel considered a leaflet on Paying by Direct Debit submitted by Margaret Morris, Clerk – Corporate Finance.

**Resolved that the document be taken away and re-written due to the amount of changes that needed to be made. The document would be presented to the group again when completed.**

**34/05 Lancaster Sports Centre – Leaflet**

The Panel considered a leaflet regarding Lancaster Sports Centre, submitted by Amanda Sharman, Marketing and Performance Manager – Education Service.

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

**35/05 The Link – Derby City Partnership Leaflet**

The Panel considered a leaflet regarding developments and events by the Derby City Partnership throughout the City, submitted by Olwen Wilson, Clerk – Derby City Partnership.

**Resolved that the recommendations put forward by the group for the future editions of The Link be submitted to Olwen Wilson.**

36/05

## 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