

# Young Planners Cymru

## Thursday 14<sup>th</sup> April 2011

### Minutes

<b>Title:</b>	Young Planners Cymru		
<b>Subject:</b>	Steering Group Meeting		
<b>Date &amp; time:</b>	Thursday 14 <sup>th</sup> April 2011	<b>Approved</b>	Thursday 26 <sup>th</sup> May 2011
<b>Meeting place:</b>	Cathays Park, Welsh Government	<b>Minutes by:</b>	Lindsay Christian
<b>Present:</b>	Lindsay Christian (LC) Andrew Charles (AC) Elen Jenkins (EJ) Davina Powell (DP) Wayne Reynolds (WR) Ollie Yeats (OY) Steve Trythall (ST) Andrew Ward (AW)	<b>Apologies:</b>	Sarah Minett Laura Joseph Laura Price Hannah Jones

ITEM	DESCRIPTION	DEADLINE	ROLE
1.	Apologies Noted		
2.	Minutes from previous meeting Noted		
3.	Terms of Reference signed by attendees, to complete signatures on next steering group meeting	Next meeting	LC
4	Pen portraits have been uploaded to website  The website has been updated with events etc. It was agreed that there would be merit in creating a past events section to the webpage.  Facebook and linked in are being used but not many members.		
5	For any written reports from events they should be sent to Jamie Birtle for possible inclusion to Planning or for Cynllinio.  It was agreed that there needed to be a wider reporting role for the newsletter e.g. Law report from Civitas etc.  The inclusion of sponsors was noted but it was agreed that as membership was currently 150 it was possibly just worth sticking to getting sponsorship for events.  Similarly the advertisement of jobs for free in the newsletter was not dismissed but WR to check with RTPi as to any constraints in this matter  It was noted that there is a need to engage with students as membership is not particularly high. Therefore a subgroup is to be formed to concentrate on this, at present EJ and ST have volunteered.	Pre 28 <sup>th</sup> April	WR

ITEM	DESCRIPTION	DEADLINE	ROLE
	<p><b>N.B The next newsletter :</b></p> <p>All information to be sent to AC before 28<sup>th</sup> April</p> <p>A draft to be circulated to the steering group May 9<sup>th</sup>.</p> <p>Final publication 16<sup>th</sup> May.</p>	<p>Before new academic term</p> <p>Pre 28<sup>th</sup> April</p>	<p>EJ ST</p> <p>ALL</p>
6	<p>The delivery plan update for the annual meeting was finalised with details of events.</p> <p>It was agreed that the engagement with student members was a key priority as was work experience and employment issues. These would be raised by LC in the May RTPI meeting and fed back to the group.</p>		LC
7	<p>The quiz raised aprox £250 with half of this being given to PAW. Therefore the total is aprox £125 but this is to be confirmed by LP in the next meeting.</p> <p>It was agreed that leaflet printing for future events was a priority and that £25 would be used for this purpose. Ac to design and LC/AW to get printing quotes</p>	<p>Next meeting</p> <p>June 2011</p>	<p>LP</p> <p>AC/LC/AW</p>
8	<p>Quiz was successful. Feedback noted the need to have a greater mix of questions for all groups. Next quiz Nov 2011.</p> <p>BRE event. Feedback that the event seemed aimed at student members. It was agreed that in future events will be publicised with clear guidance as to who and what level the event is aimed at.</p> <p>DP to set out a broad guide to events</p> <p>Engagement with other professions has been undertaken. WR provided a list of possible professions to engage with and this will be divided up between the group to establish key contacts for future.</p>	<p>Next meeting</p> <p>Next meeting</p>	<p>DP</p> <p>ALL</p>
9	<p>OY and DP set out ideas for the summer sports event, a provisional date of Friday 3<sup>rd</sup> June was set. OY, DP and JG are to investigate and sort details</p> <p>DP/WR to get advice from RTPI as to H&amp;S of such an event.</p>	June 2011	<p>OY/DP/JG</p> <p>DP/WR</p>
10	No AOB		