



Brixworth Parish Council

Minutes of the meeting of the

Media & Communications Committee

Thursday 20th July 2017

Councillors: Councillor Brown (Chairman), Councillor Moxon and Councillor Elaine Coe

In Attendance: Peter Rowbotham – Parish Clerk

Members of the Public – None

17/126/MC Welcome

The Chairman reminded everyone of the location of the emergency exit. He also reminded Councillors that the meeting was being recorded. The Chairman welcomed new Committee Member Councillor Elaine Coe to the meeting.

17/127/MC Apologies for Absence

Councillor Bird had offered her apologies as she was abroad. The apologies were accepted by the meeting.

17/128 MC Declarations of Interest

Councillor Brown declared a non-pecuniary interest in Item 6 (Brixworth Bulletin). He would abstain from any voting on this item.

17/129/MC Minutes of the last meeting (12th April 2017)

The minutes of the last meeting held on 12th April 2017 were agreed as a true and accurate record. Councillor Elaine Coe abstained.

17/130MC Terms of Reference

It was agreed to defer this item until the October meeting to allow further consideration at the full Council on 28th November 2017.

17/131/MC Review of the statistics for Facebook and the Web site

The latest figures were disappointing. The dip in performance was partly due to the lack of meetings to drive the business forward. The report was received by the Committee.

17/132/MC Brixworth Bulletin

The following were identified in the draft list for the next Brixworth Bulletin:

- Chairman's Chat – Councillor Coles
- Planning – Councillor Jennings

- Village of the Year – Councillor Moxon
- Sports Council Update – Councillor Moxon
- Entrance Sign Planters – Councillor Moxon
- Speeding – Councillor Brown
- Interview with Caitlin Nichol – Councillor Parker
- Saturday Surgery

Councillor Coles would complete the artwork but articles would be required by Friday 28th July for completion by 1st August 2017.

The Clerk was asked to contact Ian Topham, local photographer, to come to the Council meeting to be held on 26th September to take a fresh set of photographs. The Parish Clerk would confirm this arrangement.

17/133/MC Standard Posts

To streamline the process of agreeing regular posts a list of standard postings would be prepared for agreement. These would include:

- Council Meeting plus a reminder
- Planning Meeting
- Road Closures
- Severe Weather Warnings
- Monthly Surgery plus a reminder

17/134 MC Posting Plan

The list of items for the Bulletin at minute 17/132MC would be used to feed into the web site and social media sites. Councillor Brown would prepare a Posting Plan and would send out to members of the Committee.

7/135MC Web Site Review

A meeting had been held to discuss enhancements to the Councils web site. A list of the amendments had been circulated to the Committee. It was agreed that these changes be implemented and a further review of the web site take place in six months. This was proposed by Councillor Brown and seconded by Councillor Moxon. This was unanimous.

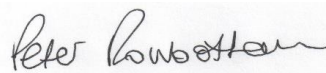
17/136/MC Any Other Business

There was no other business.

17/137/MC Date of Next Meeting

Wednesday 23rd August 2017 at 730pm.

The Meeting finished at 7.05pm



Councillor Neal Brown (Chair)
Chairman of the Media & Communications Committee
Brixworth Parish Council
23rd August 2017

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
18th August 2017
Telephone : 079 8314 1786
Email: clerk@brixworthpc.org.uk