



## **Brixworth Parish Council**

### **Minutes of the meeting of the**

### **Media & Communications Committee**

**Wednesday 10<sup>th</sup> January 2018**

#### **In Attendance:**

**Councillors:** Councillor Neal Brown, Elaine Coe, Councillor Jackie Bird, and Councillor Moxon

**Apologies:** None

**Also Present:** Peter Rowbotham (Parish Clerk)

**Members of  
the Public:** None

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#### **17/171/MC Welcome**

The Chairman welcomed everyone to the meeting and reminded Councillors of the arrangements in the event of any required emergency exit. The meeting was being recorded.

#### **17/172/MC Apologies for Absence**

No apologies for absence had been received.

#### **17/173/ MC Declarations of Interest**

None declared.

#### **17/174/MC Minutes of the last meeting (15<sup>th</sup> November 2017)**

The minutes of the last meeting held on 15<sup>th</sup> November 2017 were agreed as a true and accurate record. These were signed by the Chairman.

#### **17/175/MC Brixworth Bulletin**

The deadline for the Brixworth Bulletin is 25<sup>th</sup> January 2017.

- Neighbourhood Watch (Councillor Bird - Complete)
- Library –a short article on the Councils response (Councillor Elaine Coe)
- Planning (Councillor Frances Maria Peacock)
- Chairman's Chat (Councillor Coles)
- Budget – our spending priorities for 2018/2019 (Councillor Brown)

**17/176/MC Review of the statistics for Facebook and the Web site**

The Chairman presented the latest performance information. He highlighted that the number of 'Facebook Likes' had increased during November and December 2017. This correlates to the increased number of postings. The web site indicated an increase in the number of new visitors.

The report was noted by the Committee.

**17/177/MC Posting Plan**

The Posting Plan was reviewed and updated by the Committee.

- Litter Bins
- New Councillor
- Overhanging trees
- Library – closing date for comments
- Neighbourhood Watch
- Speed Watch Coordinator
- Routine information – meeting dates and agendas, Surgery etc
- Ad hoc items picked up from partners via email and social media.

Councillors Bird and Councillor Elaine Coe would become Facebook Admin to increase capacity to post. The target is to post four articles per week. All items must be shared with the Brixworth Let us Know Facebook page to maximise the audience.

**17/178/Web Site – Advertising other events**

The Parish Council was not in a position to endorse or advertise events. The Parish Clerk would refer advertisers to the Brixworth Bulletin and Brixworth Let Us Know sites.

**17/179/ Web Site – Links to our site**

Other partner web sites are able to link to the Parish Council web site if they so wish. As this was simply a link this would be difficult to control.

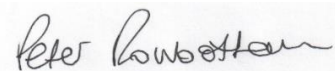
**17/180/ MC Any Other Business**

Councillor Moxon raised the process for approving articles and discussed possible improvements. The Committee accepted that there was a need to accommodate different writing styles but any disagreements with regards to content should be raised in writing as per the existing process.

**17/181/MC Date of Next Meeting**

Wednesday 21<sup>st</sup> February 21<sup>st</sup> at 645pm

*The Meeting finished at 7.35pm*



**Councillor Neal Brown (Chair)**  
**Chairman of the Media & Communications Committee**  
**Brixworth Parish Council**  
21<sup>st</sup> February 2018

**Peter Rowbotham**  
**Parish Clerk**  
**Brixworth Parish Council**  
11<sup>th</sup> January 2018  
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2017/2018

Min 17/171/MC – 17/181/MC

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