



Brixworth Parish Council

Minutes of the meeting of the

Media & Communications Committee

Wednesday 19th December 2018

In Attendance:

Councillors: Councillor Elaine Coe, Councillor Bob Campbell and Councillor Sandra Moxon

Apologies: Councillor Jackie Bird

Also Present: Peter Rowbotham (Parish Clerk)

**Members of
the Public:** None

18/248MC Welcome

Councillor Elaine Coe, as 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.

18/249MC Apologies for Absence

Apologies for absence had been received from Councillor Bird.

18/250MC Declarations of Interest

None declared.

18/251MC Minutes of the last meeting (21st November 2018)

The minutes of the last meeting held on 21st November 2018 were agreed as a true and accurate record. This was proposed by Councillor Elaine Coe and seconded by Councillor Campbell. Unanimous.

Matters Arising –The Social Media Policy would be considered for adoption by the Council at its meeting on 17th December 2018. It was thought that there were strong linkages to the general obligations of being a Councillor as contained within the Code of Conduct document.

For the sake of clarity, the Committee would recommend to the Council that the following sentence be added to the document – 'All official statements can only be processed by utilising the Parish Council Media & Communications Committee approval process'. This was proposed by Councillor Coe and seconded by Councillor Campbell.

18/252MC Brixworth Bulletin

The deadline for the next issue would be 25th January 2019. The format of the pages was reviewed. Improvements were discussed including less text and using more colour. It was also thought that the Parish Council would get some coverage with the general run of the newsletter. The Clerk would meet a representative of the Bulletin to discuss.

18/253MC Posting Plan

The Posting Plan was reviewed and updated by the Committee.

- Routine items – meetings, monthly surgery – Parish Clerk
- New Councillors – Councillor Elaine Coe
- Planning matters – Councillor Peacock
- Chairman's Chat – Councillor James
- Precept – Parish Clerk
- Christmas Trees
- Crime Prevention
- Speed Indicator Device – Parish Clerk
- Recruit further Councillors – Parish Clerk
- Rural Broadband – agreed to hold until work was about to start
- Winter Entrance Planters – SM
- Parking Concerns
- Gritting – Councillor Campbell
- Safety in the Summer
- Community Grants

Any relevant press releases from trusted partners such as the Police, County Council, and DDC etc would also be published. The Parish Clerk was asked to draw up an annual chart with seasonal new items included.

18/254MC Community Safety

It was agreed to discuss Community Safety issues at the next meeting of the Committee.

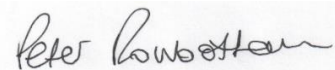
17/255MC Any Other Business

None

17/256MC Date of Next Meeting

Wednesday 23rd January 2019 at 645pm

The Meeting finished at 7.50pm



Councillor Elaine Coe (Chair)
Chairman of the Media & Communications Committee
Brixworth Parish Council
23rd January 2019

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
19th January 2019
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