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COMMUNICATIONS COMMITTEE

MINUTES OF MEETING HELD: 4 May 2021 at 7.30pm
VENUE: Zoom (Online Meeting)

Present: Cllrs D Jelley (Chair) P Jeater M Hart
R Skepelhorn
(Communications
Officer)

COM21/026	Apologies for absence There were no apologies for absence received
COM21/027	Announcements and Declarations of interest There were no announcements or declarations of interest
COM21/028	To approve the minutes of the last meeting held on 29 March 2021 The minutes were approved as a true and accurate record of the meeting. The minutes will be signed when Covid-19 social distancing measures allow.
COM21/029	Matters arising for report but not for resolution. R Skepelhorn updated the committee about the current newsletter, the designs are all with Sue Lees and we should expect to see it out in the public domain by the end of the month.
COM21/030	Public participation session There were no members of the public in attendance.
COM21/031	To discuss recording/broadcasting live meetings The committee highlighted the importance of making parish council meetings accessible to the wider public. The committee agreed to trial run broadcasting through a private Facebook live at the June meeting to see if it would be a viable option.
COM21/032	To discuss developing the council Instagram pages This item was deferred to the next meeting due to Cllr Benson's absence.
COM21/033	To discuss the new e-newsletter design The new e-newsletter will be released in July. The committee discussed the format including reviewing the activities of the previous month and looking forward to events of the month upcoming. The e-newsletter format will be more fluid in allowing more community stories. The Communications Officer will create a new Google Sheet to allow councillors to add stories to the template.
COM21/034	Items for inclusion in the next agenda Councillors are reminded to send items for inclusion in the next agenda to either the Comms Officer or the Chair.
COM21/035	Chair to close the meeting

The meeting was closed at 8.17pm. The next Comms Committee meeting is to be held on 7 June 2021 7.30pm at Seymour Pavilion,.
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