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NOTICE IS HEREBY GIVEN that a meeting of the Communications Committee to be held **Monday 6th June at 6.15pm** in the Valley Ridge Community Centre.

The business to be transacted at this meeting is set out below.

D Meir

Kippax Parish Council Clerk & Proper Officer

Friday 27th May 2022

AGENDA

001/CM/2223. Election of Chairman and Vice Chairman

- a. To receive nominations and elect a Chairman
- b. To receive nominations and elect a Vice-Chairman

002/CM/2223. Apologies

- a. To note apologies received and approve any reasons for absence

003/CM/2223. To Note any Declarations of Interest

- a. To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

004/CM/2223. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Communications Advisory Committee may do so.

PLEASE NOTE: Total time limit for this item is 15 minutes.

005/CM/2223. Meeting of Communications Committee held 7th March 2022

- a. To approve minutes of the meeting of Communications Committee held 7th March 2022 as a true and accurate record of that meeting

006/CM/2223. Kippax Matters Magazine

- a. To receive an update on the Kippax Matters Magazine including advertising and agree any actions
- b. To consider the terms of reference for the Magazine Working Group and agree any actions

007/CM/2223. Longer walks booklet

- a. To receive an update on the longer walks booklet and agree any actions

008/CM/2223. Village Calendar

- a. To consider the arrangements for the production of this year's village calendar and agree any actions.

009/CM/2223. Communication Strategy

- a. To consider how to improve non-digital communications strategy and agree any actions

010/CM/2223. Next Meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm date of next meeting of Communications Committee as Monday 4th July 2022 at 6.15pm