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Minutes of the meeting of the Communications Committee held Monday 10th January at 6.15pm in the Valley Ridge Community Centre.

Approved at the Communications Committee meeting held on 7th March 2022

Present: Councillor M. Eyre, Councillor D. McEwan, Councillor A. Hudspith, Councillor J. Mawson, V. Laycock, Councillor H. Richardson (non-committee member), and D Meir (Clerk)

056/CM/2122. Apologies

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

Apologies were received from Councillor M. Osman and J. Bate. **It was resolved** to approve the reasons for absence.

057/CM/2122. 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

None

b. To approve dispensation requests

None

058/CM/2122. 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.

Councillor Richardson was in attendance because she is interested in joining the committee and would like to help the council reach the wider community, by improving communications by non-digital means. The election of Councillor Richardson to the committee will be added to the next full council agenda. Consideration of a wider communications strategy and the use of noticeboards will be added to the next communications committee agenda.

059/CM/2122. Meeting of Communications Advisory Committee held 6th December 2021

a. To approve minutes of the meeting of Communications Advisory Committee held 6th December 2021 as a true and accurate record of that meeting

It was resolved to approve the minutes of the meeting of Communications Committee held 6th December 2021 as a true and accurate record of that meeting.

060/CM/21222. Kippax Matters Magazine

a. To receive an update on the Kippax Matters Magazine including advertising

Payment has been received from four of the advertisers in the December magazine. Clerk will send reminders to the other five advertisers, including a reminder for the one outstanding for September.

A reminder has been sent for articles for the March edition of the magazine, to be provided by 21st January. Councillor Richardson will provide an article about Kippax Ash Tree School and an information on the village noticeboards. The Queen's Platinum Jubilee celebrations will be advertised and mentioned in the Chairman's article.

061/CM/2122. Village Calendar

a. To receive an update on the calendar sales and agree any actions

The report on calendar sales was reviewed. Most have now been sold and £580 has been collected and will be banked by the clerk. Money has not been collected from four outlets that were closed. The money will be collected from these outlets and will then advertise which outlets still have some to sell. **It was resolved** to keep them on sale until the end of the month and the remaining money will then be collected.

b. To receive feedback on the calendar and agree any actions

The feedback received on the calendar has been positive with comments that the quality of the pictures was better this year. It was suggested that advertising, instead of sponsorship is offered next year.

062/CM/2122. Longer walks booklet

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

Councillor McEwan is attending a meeting on 28th January to discuss this further and will report back at the next meeting.

063/CM/2122 Next Meeting

a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting

- Communications strategy and use of noticeboards

b. To confirm date of next meeting of Communications Committee as Monday 7th February 2022 at 6.15pm

It was resolved not to hold a meeting in February and confirm the date of the next meeting of the Communications Committee as Monday 7th March at 6:15pm.

Signed: _____ Date: _____