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Minutes of the Newsletter Committee Meeting held Thursday 16th January at 8:30pm in the Valley Ridge Community Centre.

Approved at the Newsletter Committee meeting held on Thursday 20th February 2025

Present: Councillor D. Martin, Councillor G. Pearson, Councillor M. Eyre, Councillor J. Almond, Councillor S. Shannon (non-committee member) and D. Meir (Clerk)

038/NL/2425. Apologies:

- a. To note apologies received
None
- b. To approve any reasons for absence
None

039/NL/2425. To Note any Declarations of Interest:

- a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests.
None
- b. To approve dispensation requests.
None

040/NL/2425. Public Participation

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

PLEASE NOTE: Total time limit for this item is 10 minutes.

Nothing raised

041/NL/2425. Meeting Minutes

- a. To approve the minutes of the meeting of the Newsletter Committee held on 19th December 2024 as a true and accurate record of that meeting.
It was resolved to approve the minutes of the meeting of the Newsletter Committee held on 19th December 2024 as a true and accurate record of that meeting.

042/NL/2425. Newsletter

- a. To receive any feedback on the second edition of Kippax Voice and agree any actions
The feedback on the Newsletter has been positive but people are not always aware of it.
It was resolved to put the poster in the noticeboards and ask schools to put it in their communications to parents to help let people know about it.
- b. To review and approve the proposed content for the third edition of Kippax Voice and agree any actions
The proposed content was reviewed, and actions were agreed to chase the content from the various contributors. Ward Councillors have asked for Keir Mather MP to be featured in this edition and to include their contact details in future editions.
It was resolved to feature either the Ward Councillors or the MP in each edition.
It was resolved to include a survey in this edition to seek feedback and ask what content people would like to have in it. Councillor Martin will take this forward.
- c. To review and approve the calendar of dates for future publications

It was resolved to approve the following calendar of date for publications:

Edition	Final content	finalise	To print	To publish
1	11th Oct	17th October	18th October	Mid October 2024
2	12th Dec	19th December	20th December	Mid January 2025
3	13th March	20th March	21st March	Mid April 2025
4	12th June	19th June	20th June	Mid July 2025
5	19th Oct	16th Oct	17th October	Mid October 2025
6	11th Dec	18th Dec	19th Dec	Mid-January 2026

- d. To consider and approve purchasing stands for the printed copies
It was reported that the Co-op has ordered a stand for the Newsletter to be fitted to their wall.
It was resolved to approve purchasing 10 stands for the printed copies at a cost of £59.95
It was resolved to add a sign to the front of the stand saying “KPC Newsletter – free to take”
- e. To review the locations for printed copies and approve any changes
Copies are available in the Co-op, Sainsbury’s, the Leisure Centre, the Post Office, the Library and Community Hub, and some will be put in JJ’s Café.
It was resolved to also put copies in Cross Hills Court and the churches.

043/NL/2425. Next meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
None
- b. To confirm the date of next meeting of the Newsletter Committee as Thursday 20th February 2025 at 8:30pm in the Valley Ridge Community Centre.
It was resolved to confirm the date of next meeting of the Newsletter Committee as Thursday 20th February 2025 at 8:30pm in the Valley Ridge Community Centre.

Signed: *D Martin*

Date: 20th February 2025