



Brixworth Parish Council

Minutes of the meeting of the Media & Communications Committee Wednesday 8th February 2017

Councillors: Councillor Brown (Chairman), Councillor Coles, Councillor Barratt and Councillor Moxon.

In Attendance: Peter Rowbotham – Parish Clerk

Members of the Public – None

17/094/MC Welcome

The Chairman welcomed everyone to the meeting. He reminded everyone of the location of the emergency exit. He also reminded Councillors that the meeting was being recorded.

17/095/MC Apologies for Absence

Apologies had been received from Councillor Bird.

17/096/MC Declarations of Interest

There were no declarations of interest

17/097/MC Minutes of the last meeting - 11th January 2017

The minutes of the last meeting held on 11th January 2017 were agreed and signed as a true and accurate record.

17/098/MC Review of Facebook and Web Site Statistics

The Facebook statistics had shown a noticeable drop in activity during a challenging month which had included the appointment of the new Clerk. There was a need to improve activity levels.

The Web Site use had increased slightly and it was important to post what's important to the community to generate interest. A lot of the responsibility for posting will fall with the new Parish Clerk.

The performance report was noted by the Committee.

17/099/MC The Posting Plan

The existing plan had been circulated by Councillor Brown. This was reviewed and revised.

- Engaging with the scouts – waiting for some firm information
- Great British Litter Pick – 18th March
- Councillors Surgery
- Reminder of full Council meeting

- Budget
- Promote the Police Surgery
- Street Scene reporting
- Vehicle Crime
- Annual Parish Meeting

Councillor Brown would update the plan. The Parish Clerk would manage the Plan, seek approvals and issue.

The Parish Clerk would also utilise the noticeboards for promoting the monthly Councillors Surgery.

The above items for the Posting Plan were proposed by Councillor Coles and seconded by Councillor Bird. Unanimous.

17/ 100/MC Items for the Brixworth Bulletin

Timescales were short for preparing the pages for the Brixworth Bulletin. Deadlines had been extended which would allow for the material to be submitted in a format consistent with previous editions. Councillor Coles could do this as he had managed to access to the software.

The next issue was in June and the list of proposed articles would be considered at the March meeting.

It was agreed to adopt a corporate style for a consistent look and feel. This was proposed by Councillor Brown and seconded by Councillor Barratt.

It was agreed that Councillor Coles would reformat the existing content to match previous editions. This was proposed by Councillor Brown and seconded by Councillor Moxon. Councillor Barrett voted against the motion whilst Councillor Coles abstained.

17/101/MC Review of the Web Site

As this was a large topic for discussion a separate meeting may be required. This was agreed. Proposed by Councillor Coles and seconded by Councillor Moxon.

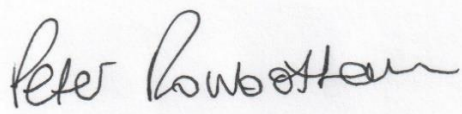
17/102/MC Any Other Business

There was no other business.

17/103/MC Date of Next Meeting

Wednesday 15th March 2017.

The Meeting finished at 8.30pm

<p>Councillor Neal Brown Chair of the Media & Communications Committee Brixworth Parish Council 15th March 2017</p>	<p>Peter Rowbotham Parish Clerk Brixworth Parish Council 7th March 2017 079 8314 1786 clerk@brixworthpc.org.uk</p> 
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