



**Stainland and District Parish Council
20th Communications Committee
Minutes**

Tuesday 16th August 2022 at 6.30pm

In attendance Cllr Knights, Cllr Fieldhouse, Cllr Lyness-Brown, Cllr Booth
Laura White-Scott (Clerk)

	Item
2022C20.1	Apologies and reasons for absence and lateness Resolved to accept MM apologies
2022C20.2	Public participation session No members of the public attended.
2022C20.3	To receive parish councillors' Declarations of Interest Resolved there were none declared.
2022C20.4	To accept the minutes of the 19 th Communications Committees held on 19 th July 2022. Resolved to accept the minutes of the 19 th meeting.
2022C20.5	To review engagement of social media for June- July 22. To decide any scheduled posts for this month on Facebook and the sdpc.uk website. Resolved that there was a post about the toddler playground that raised discussion. It was noted that the passwords and accounts should be shared with the Chair of the council as a contingency plan. In the Clerks absence this issue has been highlighted. It was noted there has been very little engagement over the last month due to the Clerk's holiday. The communications budget will be used for launching the library.
2022C20.6	To review the Communications Strategy and discuss progress made this cycle.
2022C20.7	To review and discuss the budget for communications committee. It was noted that the Clerk will send a budget breakdown to JK for review. Go Local is £120 per quarter.
2022C20.8	To discuss renaming of the old library building. Resolved that we will create several ways of voting on facebook, Instagram, posters, email & the

	<p>park.</p> <p>JK has drafted email for the clerk to publish on all platforms 17/8/22 with deadline on 7th September.</p> <p>Resolved JK to design a poster for out in community for voting.</p> <p>Clerk to look at logo designs.</p>
2022C20.9	<p>To agree message (and associated costs) to be sent out with the Stainland Conservation Area awareness documents, as presented by Chair of Planning Committee</p> <p>Clerk to present quotes for printing.</p> <p>Resolved that this will be deferred till next month.</p>
2022C20.10	<p>To discuss the plan for launch of the community centre.</p> <p>It was noted that we propose the following action plan</p> <p>Open day on Friday and Saturday- Coffee and Cake</p> <p>School bag leaflets, posters.</p> <p>Sessions are being planned but are on hold until we have a date for the launch.</p> <p>Clerk to look at websites and quotes from designers.</p>
2022C20.11	<p>Resolved that we will have standard agenda items for next meeting</p>
2022C20.12	<p>Date of next meeting: 20th September 2022</p>