

**SOUTH WILLESBOROUGH AND NEWTOWN COMMUNITY COUNCIL
COMMUNICATIONS WORKINGS COMMITTEE
19th December 2022**

MINUTES

RW opened the meeting at 8.25pm and invited members to elect a Chair

26/22 Election of Chair

Peter Porter was elected as Chair by unanimous agreement

27/22 Record attendance: and apologies for absence and approval Peter Porter (PP) (Chair)

Sue Mullan (SM) Nirosha Thilagarajan (NT), Jacky Godden (JG) Rob Woods (RW)- Assistant Community Council Manager

Apologies for absence and approval – None

28/22 Declarations of Interest

None

29/22 To agree the minutes of previous meetings and sign

- a) April 2022
- b) June 2022
- c) September 2022

RW explained that these Minutes had been submitted to Council for noting but due to an administrative oversight had not been agreed previously by the Communications Committee

The three sets of minutes were approved unanimously as a true record of proceedings.

April 2022 and June 2022 Minutes were signed retrospectively by the Chair (PP).

September 2022 meeting Minutes were signed by the Chair (NT) elected for that meeting

30/22 To consider the devolved printing and distribution budget for 2023-24 and recommend to Council

Following a short discussion it was

Resolved:-Agreed unanimously that the Finance and General Purposes Committee be recommended to increase this budget to £3300 in line with inflation.

31/22 To consider the publication date and content of the next Council newsletters in the light of the pre-election “purdah” period and recommend to Council

Following a long discussion,

Resolved: Members unanimously agreed the content, the proposed contributors, the return date for contributions and a deadline date for distribution of 20th March 2023

(Action PP to include list of content and contributors as an appendix to these minutes and to consult with contributors)

32/22 Klondyke Development - Letter to new residents.

Members noted this item was first discussed at the June 2022 meeting

Resolved Members agreed to suspend further discussion until checks could be made to ascertain the progress of the letter (Action RW or CCM)

33/22 Agree publicity and sponsorship material for the Railway event.

Resolved Agreed to defer to next meeting

34/22 To review any other upcoming Communications needs for SWANCC.

Resolved: Agreed RW/CCM to advise members on the communication needs of the Eat Well Spend Less project planned for 1st February 2023

35/22 To agree the date of the next meeting and any items for the Agenda.

Date agreed 16th January 2023

There being no further items to discuss the Chair closed the meeting at 9.45pm

Signed _____ Date _____
Chair