

# South Willesborough and Newtown Community Council

## Communications Workings Committee

27<sup>th</sup> March 2023

### MINUTES

The Chair opened the meeting at 8:30pm

In attendance, Cllr Peter Porter Chair (PP), Sue Mullan (SM) Jacky Godden(JG)

Also, in attendance Sarah Evans Community Council Manager (CCM)

#### **01/23 Record attendance and apologies for absence and approval**

Apologies were received from Nirosha Thilagarajan and approved

#### **02/23 Declarations of Interest**

#### **03/23 To agree the minutes of the December meeting and sign (attached)**

Proposed SM Seconded JG and agreed unanimously that the minutes were accurate and a true record of proceedings and the Chair signs them.

#### **04/23 To review the Spring Newsletter and its' distribution**

Members discussed the finished newsletter and were pleased with the overall content and design. Members noted how positive it was to have so many contributors including Event Organiser Roger Crouch and Site Rep Stefan Heathfield in addition to many Councillors. Members were pleased with timeline to producing the newsletter and the distribution of it by Dor 2 Dor, however the KLONDYE estate would not have received copies as it is not yet included by Dor 2 Dor.

**Resolved: To deliver by hand copies to tenants on the new Klondyke estate**

**Action PP to hand deliver.**

#### **05/23 To consider the advertising requirements of the Vintage Railway Festival 1<sup>st</sup> July 2023 and agree**

**Resolved Proposed SM Seconded JG and agreed unanimously to**

- 1. Add Roger Crouch as Event Organiser to the SWANCC Facebook page and to allow Him to post event details and build up the event page**
- 2. To request the event to be advertised by BBC Radio KENT, Kent Online, as a story.**
- 3. To investigate costs of advertising the vent in Kent Express/ Kent Online**
- 4. To request East Stour School and Willesborough Junior School to advertise the event.**
- 5. To request an opportunity to do an assembly at the Schools to promote the event.**
- 6. To put up posters 4 weeks and 2 weeks before the event**
- 7. To investigate costs of a flyer, drop prior to event**
- 8. To write to all supermarket managers requesting support in promoting the event.**
- 9. To approach Drs Surgeries to put a poster for the vent**
- 10. To approach all community groups, the SWAN centre and Waterside to put up posters for the event.**

**11. To post on next door app within SWAN**

**12. To request Ashford Borough Council and the Ashford International Development Company to support the event**

**06/23 To agree the date of the next meeting and any items for the Agenda.**

The date would be 22<sup>nd</sup> May 2023

DRAFT