

Gnosall Parish Council
Notes of the Communications Committee
held on Tuesday 22nd July 2014

Present: Cllr M Deegan, Cllr M Hughes, Cllr K Ingram, Cllr P Alker, Jamie McLaren, Jayne Cooper

No press or public present.

1. To receive apologies and record absences

None

2. To receive any declarations of interest

Cllr Alker declared an interest as the website has been designed by her husband.

3. To receive and confirm the notes of the meeting held on June 24th 2014

With a small amendment, the notes were agreed as a true record.

4. To consider any matters arising from the last meeting

It was reported that a press release about the Acres Fun Weekend had been sent to the Newsletter but we are still having issues with lack of coverage of our events.

5. Newsletter

• Feedback on July edition

The committee was happy with the final draft of the July GMK. All agreed it was better now it said what it is and who it is published by. On the next edition the committee would prefer the boxes to be smaller with Parish Council news on the front, other articles inside and information on the back page. It was also agreed to have the GMK in a more predominant place on the website.

• Plan for next edition - November 2014

It was agreed that the next edition would be October. The newsletter will then be published quarterly - January, April, July and October. A number of topics were discussed to be agreed nearer the time.

• Guidelines

It was agreed to keep a consistent theme but change only the colour. A member of the committee will speak to the Post Office, Co-Op and other local business to see if they were happy if we purchased some mounts for them to display the GMK. At each committee meeting, there will be an agenda item for a request for information. The committee also will be asking a number of people for some feedback on future editions.

6. Website

The committee agreed that the front page of the website has become cluttered and untidy. In order to simplify this, the committee felt we should remove the 3rd column and have 'Latest News', 'Notice Board' and 'General Interest' as headings only that take you to a new page. The assistant clerk will discuss the proposed changes with the web designer.

7. Press/Media – update on any press releases and media coverage

Nothing to report.

8. Communications Strategy

It was agreed to defer this discussion to the next meeting.

9. To set date for the next meeting

Tuesday 19th August 2014 at 10am in the Parish Office.