

Gnosall Parish Council
Minutes of the Communications Committee
held on Thursday 7th January 2016 at 10am

Present: Cllr M Deegan (in the Chair), Cllr M Booth, Cllr G Gregory, Miss M Hughes, Mr J McGregor, Cllr D Webb, Jayne Cooper (Clerk) and Jeanene Walton-Sanders (Council Support Officer)

Press and Public – none present

1 To receive any apologies

Received from Cllr G Payne, Cllr I Ingram, Cllr Alker

2 To receive any declarations of interest

There were no declarations of interest

3 To receive minutes of the meeting held on 17th November 2015

The minutes of the meeting were agreed as a true and accurate record.

4 To consider any matters arising from the last meeting

- New Shop on the High Street – MH had made enquires about the new retro shop/cafe that opened in the New Year.

5 To agree updated Terms of Reference for this Committee

Subject to minor amendments, the Terms of Reference were approved and would be passed to the Procedures Review Committee for review. Cllr Alker was thanked for rewriting this document.

6 GMK Newsletter

A winter photograph of the canal in Gnosall was approved as the front cover – maybe in colour, maybe in black and white. Both versions to be circulated.

The following articles (and authors) were agreed for the spring

- Development on Knightley Road - GG
- Scout trip to Japan (part funded by Gnosall Parish Council) - KI
- Unveiling of bench on Brookhouse Road – DW
- Dog Fouling campaign - DW
- Christmas Lights - KI
- Film Night - MB
- Youth Club – MD/JC
- Travelling Library - MH
- New school completion – GP/GG
- Police Update JC/PA
- Steering Group update - MD
- Quality Gold Status – MB
- Localism – MD
- Highways visits to the parish - JC
- New Business in the High Street - MH

- New Staff appointment – JC
- Request for more volunteer distributors - JC

Deadline dates:

- 26th January – all articles to be sent to parish office
- 26th January – 4th February – draft GMK put together
- 4th- 8th February – members to review final draft
- 16th February – sent to printers
- 22nd February – sort into piles for distribution
- 22nd/23rd distribution

It had previously been agreed to write articles in columns, newspaper style, on one or two pages.

7 Media

a) Update on any press releases, publicity and media coverage

More press releases had been published in the Newport Advertiser, Staffordshire Newsletter and The Express & Star most of which had been saved by Cllr Booth.

b) Future items for the Newport Advertiser

The Clerk to send information on the Youth Club, Library, Quality Status and the current consultation on the Millennium Way to the Newport Advertiser for inclusion in the Towns and Village Section.

c) Consider articles for SPCA, NALC, SLCC and other Local Government magazines/newsletters

The Clerk to send information to as many Local Government publications as possible.

8 Website

The website had been updated with a number of changes. Members would continue to monitor along with the new Council Support Officer who had recently been appointed.

The Clerk had found a useful web link to the Borough Council's planning section that gives up to date information on the status of local planning applications. This would be very useful for Gnosall Parish Council's website and is being investigated by the webmaster.

The Clerk suggested that once new Terms of Reference are agreed they are posted on the website and also relevant policies should be included once agreed by Council.

It was agreed to remove the Forum facility as this is not used.

The webmaster to review issues raised by some people who use the Firefox browser that does not allow and link to open when clicked.

9 Social Media & Publicity

Social media sites remain to be very popular with more followers and this is proving to be an excellent way in sharing important information to parishioners quickly. For example a recent posting warning people of the flooded Boardwalk reached over 1600 people within 24 hours.

10 To set date for the next meeting - 11th February 2015 at 10am