

Gnosall Parish Council
Minutes of the Communications Committee
Held on Tuesday 5th December 2017 at 7pm in the Parish Office

Present: Cllr K Ingram (in the Chair), Cllr P Alker, Cllr S Green, Cllr M Deegan, Jayne Cooper

Press and Public Open Forum – none present

		ACTION
1.	<p>To receive apologies and record absences</p> <p>Apologies were received from Cllr Gregory, Cllr Webb, Jim McGregor and Maggie Hughes.</p>	
2.	<p>To receive any declarations of interest</p> <p>Cllr Alker declared an interest in the website.</p>	
3.	<p>To receive and confirm minutes of the meeting held on 19th October 2017</p> <p>The minutes of the meeting were agreed as a true and accurate record.</p>	
4.	<p>To consider any matter arising from the last meeting</p> <ul style="list-style-type: none"> • Minor problems with the website had been rectified • The size of GMK, including photos, is too big for it to be emailed to members to check prior to printing. This matter should be resolved in time for the next edition. <p>GMK Content: Members received a constructive report from Cllr Deegan asking them to consider the content of future editions of GMK. Members present were reminded that the purpose of GMK, when it was started, was first and foremost to publicise news about the Parish Council and important related Parish Council related information rather than devote too many pages to non related parish council articles that may be more appropriate for Gnosall Parish News. Examples were shared where the latest editions had included many articles that were not necessarily Parish Council related at the expense of other parish council articles and photographs. The report was welcomed and would be shared with other members who were not present for further discussion at the next GMK sub meeting.</p>	
5.	<p>Date of Next meeting</p> <p>The next committee meeting would be held on 6th March 2018</p>	
	<p><i>To exclude press and public – there were none present</i></p>	

6.

To discuss budget requirements for 2017/18

The budget for the current financial year had been set at £3500 to cover the printing costs of 3 GMK's.

Several options were considered to reduced printing costs including having an electronic version of the newsletter with some hard copies available to collect from key areas in the village. This was discounted as it was felt some parishioners would not read an electronic version and it would not always be possible for them to collect a copy. It was also suggested that a shorter version, 12 pages rather than 16 would save printing costs and could mean that 4 editions rather than 3 could be produced. The content, as discussed in agenda item 4, if focussed on parish council articles only, could also contribute to fewer pages. Having a 12 page newsletter was favoured.

It was agreed to make a recommendation to Resources Committee that the budget remains at £3500 for 2018/19 and the GMK sub group will look at whether 3 or 4 editions could be printed without exceeding the agreed budget.