

# South Brent Parish Council

<http://www.southbrent.gov.uk>

## CHAIRMAN

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Cllr Laura Howe  
Cllr John King  
Cllr Glyn Richards  
Cllr John Summers  
Cllr Greg Wall

13<sup>th</sup> February 2012

Dear Councillor

### **South Brent Parish Council – Media Committee meeting**

You are hereby summoned to attend a meeting of South Brent Parish Council Media Committee on Monday 20<sup>th</sup> February 2012 at 7.30 p.m. in the Craft Room, The Old School Centre, Totnes Road, South Brent.

**Members of the public and the press are most welcome to attend the meeting.**

Yours sincerely

Clerk to the Council

Before the meeting there will be an Open Forum for discussion with members of the public for 15 minutes for items not included on the agenda (each speaker has a maximum of 5 minutes - at the discretion of the Chairman).

### **AGENDA**

1. Record of members present.
2. Apologies for absence.
3. Declarations of interest (nature and extent) with regard to items on the agenda.
4. Public participation session with respect to items on the agenda.
5. Confirm the minutes of the last meeting (attached), and report any matters arising.

6. Delivery/email of newsletters: changes of email/address need to be notified.
7. Finalise content of the March newsletter and arrangements for collection.
8. Review the Parish Council website.
9. Consider updating the contact database of parish organisations.
10. Any other relevant matters and date of next meeting.