

## SOUTH BRENT PARISH COUNCIL

Minutes of a meeting of the Media Committee held on 7<sup>th</sup> March 2011 at 7.30 p.m. in the Old School Centre, South Brent.

The Chairman of the Committee welcomed everyone to the meeting.

Open Forum: None.

MC 1-3-11 Record of members present

Cllr Greg Wall in the Chair; Cllrs Mark Copleston, Peter Kelly, Glyn Richards and John Summers; Julia Willoughby Clerk to the Council was in attendance.

MC 2-3-11 Apologies for absence

None.

MC 3-3-11 Declarations of interest

None.

MC 4-3-11 Public participation

No members of the public were present.

MC 5-3-11 Confirm the minutes of the last meeting, and report any matters arising

The minutes of the meeting held on 29<sup>th</sup> November were confirmed and signed.

A flash drive has been purchased for the newsletter.

MC 6-3-11 Review the Parish Council website, and webmaster

Cllr Mark Copleston has offered to undertake the work of the webmaster for the time being; there will be another item in the newsletter seeking a volunteer webmaster, the work involved takes on average one hour per week. Minutes and agendas have been forwarded to complete the archive.

MC 7-3-11 Finalise content of the March newsletter

Cllr Glyn Richards reported that Sustainable South Brent will insert two fliers into the next newsletter (an SSB leaflet and information about the new Composing Centre). (There was some confusion about this and the request was not made officially.) Some items sent to the editor could not be included in this publication, as space was used for local articles.

MC 8-3-11 Any other relevant matters and date of next meeting

The next meeting was scheduled for the new Committee on 6<sup>th</sup> June 2011.

The meeting closed at 7.52 p.m.