

SOUTH BRENT PARISH COUNCIL

Minutes of a meeting of the Media Committee held on 31 October 2016 at 7.30 p.m. in the Old School Centre, South Brent.

The Vice Chairman welcomed everyone to the meeting (The Chairman had not arrived.).

Open Forum: nothing was raised.

MC 1-10-16 Record of members present

Cllr Heidi Rodriguez in the Chair, Cllrs George Link, John Rawlinson, Greg Wall; Glyn Richards (IT volunteer) and Julia Willoughby Clerk to the Council were present.

MC 2-10-16 Apologies for absence

Cllrs Sue Gaskin and Cathie Pannell have sent apologies.

MC 3-10-16 Declarations of interest (and nature) with regard to items on the agenda

None.

MC 4-10-16 Consider the granting of dispensations

No applications.

MC 5-10-16 Public participation session with respect to items on the agenda

No members of the public were present.

MC 6-10-16 Confirm the minutes of the last meeting, and report any matters arising

The minutes of the last meeting were confirmed and signed.

MC 7-10-16 Consider any actions from the Parish Plan 2016+ which are appropriate to this Committee

The Committee consider that SWE 1 and EE 1 fall within their remit:

SWE 1

Develop a fully inclusive and accessible community, promoting equality and diversity across all socioeconomic, intergenerational and ability groups, including the more vulnerable, fostering a feeling of pride in our community and cultivating effective relationships.

If information about what is happening in the village is readily available to all, everyone has an opportunity to participate in events. It would be possible at the OSSR meeting (in January) to start to establish what information other groups produce and when.

EE 1

Create a "Visit South Brent" resource, online and brochure providing information for visitors about Brent facilities accommodation, register of B&B and Air BnB, shops etc. to increase online presence to get footfall and money into the village.

'Airband' could be invited to make a presentation at the Annual Parish Meeting. The use of social media can be considered. **The Committee will investigate the dissemination of information locally.**

This Committee recommends **the Council focusses on the Key Action Points of the Parish Plan initially, and considers the associated action points as and where appropriate.**

MC 8-10-16 Update on the following:

I. Quarterly newsletter and consider alternative quotes for printing:

An alternative quote for printing will be sought. The full extent of the delivery area will be ascertained.

SOUTH BRENT PARISH COUNCIL

II. Parish Council website

The calendar of Council meetings for the year will be included on the website as will a link to the full Parish Plan 2016+

III. Parish Councillor emails

This will be included with the IT training.

IV. Database of parish groups and organisations (if required):

The Chairman has updated this list and will circulate it to Councillors again.

MC 9-10-16 Review the Freedom of Information policy

The Committee recommends **no changes are required to the Freedom of Information policy.**

MC 10-10-16 Progress with arrangements for an IT session for Councillors

Mr Gianuzzi has received responses to his questionnaire and will prepare the training sessions.

MC 11-10-16 Budget request for 2017-18

The clerk advised the newsletter costs in excess of £1,280 for four editions. (IT training will come from the 'Training' budget line). The Committee recommends **a budget line for Media of £1,800 for 2017-18, with any underspend being earmarked for Media.**

MC 12-10-15 Any other relevant matters and date of next meeting

The Committee will have three meetings scheduled for 2017, to include matters arising from the Parish Plan 2016+.

The meeting closed at 8.51 p.m.