

South Brent Parish Council

www.southbrent.gov.uk

CHAIRMAN

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CLERK

Mrs Sophie Jones
South Brent Parish Council
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7th January 2026

Dear Councillor

South Brent Parish Council – Media Working Group meeting

You are hereby summoned to attend a meeting of South Brent Parish Council Media Committee on Monday 12th January 2026 at 7.30pm in South Brent Village Hall.

Note: As this is a working group meeting, no clerk will be in attendance. Actions and key points will be noted and shared at the next full council meeting.

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

Yours sincerely

Sophie Jones

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 (and nature) with regard to items on the agenda.
4. Consider the granting of dispensations.
5. Public participation session with respect to items on the agenda.
6. To review the Terms of Reference for this committee. *
7. Confirm the minutes of the last meeting 7th January 2025 (attached) and report any matters arising.
8. Confirm delivery system for Newsletters (inc. distribution and numbers printed) and future items.
9. Review of the contents of the last Parish Newsletter.
10. To consider contents for the next Parish Newsletter and confirm deadline, printing dates and distribution.
11. To consider the budget required.
12. To agree the date of next meeting.