

SOUTH BRENT PARISH COUNCIL

Minutes of a meeting of the Media Committee held on 16 October at 7.30 p.m. in the Old School Centre, South Brent.

The Chairman welcomed everyone to the meeting.

Open Forum: nothing was raised.

MC 1-10-17 Record of members present

Cllr John Rawlinson in the Chair, Cllrs Cathie Pannell, Antony Power, Glyn Richards, Heidi Rodriguez and Julia Willoughby Clerk to the Council were present.

MC 2-10-17 Apologies for absence

None.

MC 3-10-17 Declarations of interest (and nature) with regard to items on the agenda

None.

MC 4-10-17 Consider the granting of dispensations

No applications.

MC 5-10-17 Public participation session with respect to items on the agenda

Nothing was raised.

MC 6-10-17 Confirm the minutes of the last meeting, and report any matters arising

The minutes of the last meeting were confirmed and signed. Cllr Pannell was unable to write the recent editorial for 'Around Buckfastleigh and South Brent', so the Chairman helped with this.

MC 7-10-17 Consider actions from the Parish Plan 2016+ which can be progressed: dissemination of information to all

SWE A request for a Youth representative was included in the September newsletter; no one has responded to date.
(Casual Council vacancies were advertised in the bus shelter.)

MC 8-10-17 Update on the following:

I. Quarterly newsletter:

All going well.

II. Parish Council website

Mr John Shepherd, the webmaster arrived at the meeting. The item on the home page about the 'One Council' consultation will be removed as this has taken place. The box with current news on the home page has blank space at the top which means the item featured does not open on the screen, without scrolling down; the webmaster will check whether this can be changed.

Statistics on the number of hits the website receives were provided at the meeting, with a peak in June 2017 of 7,279 hits (normally around 2,500 monthly).

The importance of a Parish Council website was acknowledged and Mr Shepherd was thanked for all his work in this regard, on behalf of our community.

Mr Shepherd advised a back-up operator will be required during 2018; he was thanked for attending the meeting and left.

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III. Database of parish groups and organisations:

The Chairman continues to update the database and welcomes any reports of changes; in future the database will be available on the website as a pdf file.

MC 9-10-17 Review the Freedom of Information policy

No changes have been notified for the Freedom of Information policy. Details of the General Data Protection Regulation, due to be introduced in May 2018, are being provided by the National and Devon Associations of Local Councils.

MC 10-10-17 Feedback on printing costs

The current printing costs of the newsletter were discussed.

The Media Committee is content to continue with the existing arrangements regarding the printing of the newsletter.

MC 11-10-17 Formulate a budget request for 2018-19

The Finance Committee will formulate a draft budget in November.

The Media budget line is currently £1,800; the four issues of the newsletter cost £1,500 in total, with the domain registration and hosting for the Council and community websites due every two years (£180 paid Feb. 2017). A budget line of £2,000 will be requested for 2018-19.

MC 12-10-17 Any other relevant matters and date of next meeting

A 'What's on' for Devon is being launched tomorrow, a link will be sent on to members of the Committee.

The next meeting will be on 5 March 2018.

The meeting closed at 8.25 p.m.