

CHAPEL-EN-LE-FRITH PARISH COUNCIL

Minutes of the Meeting of the Communications Committee held on 1 July 2021 in the Annexe of the Town Hall, Chapel-en-le-Frith

Present: Councillors M Barton, A Beswick, M Chantler, N Gourlay,
N Hill and Mrs S Walters

In Attendance: Mrs SE Stockdale – Clerk to the Council

Absent: Councillor J Adshead

22/94 Election of Chairman

Councillor Hill proposed and Councillor Chantler seconded that Councillor Beswick be elected as Chairman.

RESOLVED: That Councillor Beswick be elected as Chairman of the Communications Committee until the next Annual Meeting of the Council.

22/95 Public Speaking

There were no members of the public present.

22/96 Variation of Business

None.

22/97 Budget

Publicity and Advertising underspend from 2020/21 - £1,800

Website underspend from 2021/21 - £500

Distribution of Tourist leaflets £750

Website - £1,000

Rotate have delivered 9,000 walk leaflets at a cost of £200 and it was agreed that the second batch be sent out in delivery in August/September.

22/98 Communications Policy

It was noted that part of the existing Communications Policy has been superseded by the new Complaints Policy.

RESOLVED: That the Clerk source some Communications Policies from other Councils and circulate to members of the Committee prior to the next meeting.
That Communications Policy is an agenda item for the next meeting.

22/99 Community Awards

It was agreed that the Council will seek nominations for Community Awards and set a deadline of 30 September 2021 for the return of nomination forms.

That the bestowing of the title of Honorary Freeman be considered as a later date.

RESOLVED: That nominations be sought for Community Awards by 30 September 2021 and that the Council consider Honorary Freeman awards at a later date.

22/100 Welcome Pack

It was agreed that the current Welcome Pack text and photos need updating.

RESOLVED: Councillors Walters to form a Working Group to look at this and report back to the Committee.

22/101 Parish Council Branding

RESOLVED: That this item be deferred until December 2021.

22/102 Chapel-en-le-Frith Festival

It was agreed that the organiser of New Mills Festival together with the organisers Chapel and Dove Holes carnivals be invited to the next meeting to discuss this further with a view to holding an event in 2023.

RESOLVED: That the Clerk invite the organiser of New Mills Festival and the organisers of Chapel and Dove Holes Carnivals to the next meeting.
That Chapel-en-le-Frith Festival becomes a standing agenda item.

22/103 Newsletter

Councillor Gourlay agreed to provide some costings for the next meeting.

RESOLVED: That the newsletter becomes a standing agenda item.

22/104 Annual Report

It was agreed that this item be added to the next agenda for consideration.

RESOLVED: That the Council consider the Annual Report at the next meeting together with working to obtain a Quality Mark.

22/105 Website

The first minute book from 1891 has now been scanned and will be added to the website. It was agreed that the actual minute book will now be deposited at the Derbyshire Records Office in Matlock.

It was agreed that agenda items for the next meeting will include:

- Website traffic information
- Investigation of other hosting platforms to coincide with rebranding
- Better use of the Councils Facebook page and Notice Boards

RESOLVED: That the first minute book from 1891 be deposited at the Derbyshire Record Office.

That the website, Facebook page and Notice Boards be added to the agenda for the next meeting.

22/106 Wi-Fi survey report

The Committee considered a report compiled by the Councils broadband advisor with a view to increasing the broadband capability to allow the live streaming of Council meetings.

RESOLVED: That Councillor Gourlay be allocated a budget of £120 to purchase equipment for this purpose.

22/107 Press Releases

RESOLVED: That the Chairman of the Communication Committee write any press releases and circulate them to the Committee with a 48 hour deadline for comment. That the agreed press releases be passed to the Clerk to send out on behalf of the Council.

22/108 Date of next meeting

Thursday 12 August 2021 at 6.45pm.

There being no further business the Chairman declared the meeting closed at 20.00 hours.

CHAIRMAN