

## **Chapel-en-le-Frith Parish Council**

### **Minutes of the Meeting of the Communications Committee held on 27 October 2021 in the Main Hall of the Town Hall, Chapel-en-le-Frith**

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

**In Attendance:** N/A

**Apologies Accepted:** Councillors J Adshead and N Gourley

**Apologies Noted:** None

#### **22/271 Public Speaking**

There were no members of the public present.

#### **22/272 Variation of Business**

There were no variations of business.

#### **22/273 Minutes of the Meeting held on 12 August 2021**

Minutes numbered 22/187 to 22/195 were presented.

**RESOLVED:** That the Vice-Chairperson be authorised to sign the minutes as a true and correct record of the meeting.

#### **22/274 Matters arising from the minutes**

- To adopt the Dunton Green Communications Policy: It was agreed by all councillors present that although lots of the policy was useful, the policy had sections of it that were not suitable or applicable to ourselves.

**RESOLVED:** Councillors Beswick and Hill to amend the Dunton Green Communications Policy into an applicable version and to submit to the Communications Committee for appraisal before the next Communications Committee meeting.

- Quality Marks: Councillor Barton reported back about the Local Council Award Scheme. There are three tiered levels of the award, which is managed on behalf of local councils by the Improvement and Development Board (IDB). The awards demonstrate good practice and that the council has the necessary policies and procedures in place to meet the standards required for each tier of the award. It was agreed that an aspiration of this council is to achieve the Foundation Award in 2022.

**RESOLVED:** Councillor Barton to look at creating a Council Award Working Group in January 2022, with the aim of achieving the Foundation Award within 12 months.

Councillor Walters gave an update on plans to update the Chapel-en-le-Frith welcome pack provided to new residents. The High School have been approached to ask if they would like to use the opportunity as a school project to take part in redesigning the pack, but have not responded; therefore, we will assume that they are not interested at this time and source support from elsewhere.

## **22/275            Budget**

There was no update to the previous budget notes from the 12 August minutes, no further money is known to have been spent/authorised from the Communications Committee.

It was acknowledged that the Community Awards Review Panel would meet on 9 November to decide the 2021 Community Awards, which will involve some spending/costs.

## **22/276            Website**

Councillor Hill reported that he had found out that it is possible to get a .gov.uk domain address for the Parish Council website and that an application is now pending. Councillor Hill also offered to carry out a functionality and traffic review on the current website moving forward, for the purpose of planning an upgrade once the new domain is secured.

**RESOLVED:** Councillor Hill to enquire for an update on the status of our Gov.uk domain application.

## **22/277            Chapel Festival Trial Event 2022**

Councillor Chantler updated the committee on plans so far, which are still very much in the infancy of planning and networking. The aim is for a single day event in 2022, within a two- week window of Carnival day on 18 June 2022 and Well Dressing on 2 July 2022, building to a week-long festival in 2023. The next step after meeting with Head of Chapel-en-le-Frith Carnival Committee Janette Saxby is to meet with the organiser of New Mills Festival, Lynn Bannister to get more information and contacts and to hear more about other successful local festivals.

**RESOLVED:** Councillors Walters and Chantler to arrange a meeting with Lynn Bannister before the end of 10/11/2021.

## **22/278            Outstanding Press Releases**

- Combs Reservoir: Councillor Beswick confirmed that he still hadn't received a press release from Councillor Sizeland yet, who requested a press release about the work on the footpath and had agreed to write it and provide photographs (as the work on the footpaths at Combs Reservoir had been organised by Councillor Sizeland with the Canal and River Trust through his work on the Footpaths Working Group and he had already spoken to many of the people involved and taken many photographs and had all the necessary contacts).

**RESOLVED:** Councillor Beswick to email Councillor Sizeland a reminder to request the press release/ask if he still wishes to release it.

- Dove Holes Hanging Baskets: Councillor Beswick confirmed that he had sent the draft press release to all Councillors via email for approval and the final release and photos to The Clerk on 14/09/2021, and that it required formal approval from CEMEX before releasing to the press. Councillor Chantler confirmed that he had already seen that it had been published.

- Illegal Parking: Councillor Beswick confirmed that he had not had any interest from the County Council enforcement team in discussing parking issues or working with the Parish Council to tackle problem parking and that currently there isn't enough information or content to warrant a press release about illegal parking, meaning that a press release will not be possible at present.

**RESOLVED:** Press release on Illegal parking to be cancelled due to lack of available information/no interest from the parking enforcement team.

**22/279                      Publication of the SHIFT Report**

All councillors confirmed that they had read the report and had seen the final colour version. Councillor Beswick noted that he was pleased to see follow on work already starting on exploring the initial report findings further, with a secondary survey on antisocial behaviour and how members of the public experience this and would like to see it tackled already out in the public domain. Councillor Chantler noted that the report showed some very clear direction in which the park users would like to see the parks improved. It was unanimously agreed that the report would be released to the public forthwith in both electronic and printed format.

**RESOLVED:** To publicly release the SHIFT consultation report by 5 November 2021.

**22/280                      Date of the next meeting**

**RESOLVED:** The next meeting is planned for Wednesday 24 November. Time to be confirmed with The Clerk depending on any other meetings arranged for this date.

**22/281                      Any Other Business**

Councillor Beswick announced that it was his ambition to create a first edition of a quarterly Parish Newsletter in Spring 2022 and asked if there was support within the Communications Committee for this and if it was agreed that it was a good use for our budget/a good enough reason to request a budget from the council for this purpose. It was unanimously agreed that a quarterly newsletter would be a positive step forward. Councillor Hill said that he had already volunteered to look at the newsletter project after work with the SHIFT consultation was finished, Councillor Beswick said that he would support.

**RESOLVED:** To add Setting Up a Parish Newsletter Working Group to the agenda for the next Communications Committee meeting, with the aim of publishing a Spring Parish Newsletter before the end of April 2022.

There being no further business, the Chairperson declared the meeting closed at 20:10 hours.

CHAIRPERSON