



## Stainland and District Parish Council 8<sup>th</sup> Events & Communications Committee Minutes

17th November 2020

Councillors present (by remote viewing): Councillor Holdsworth Chaired the Meeting. In attendance were Councillor Bellenger, Councillor Mullany.

In attendance Parish Clerk

*Lanette Pashley*

Clerk/Responsible Finance Officer

	Item
2020EC8.1	<b>Resolved to note there were no apologies</b> for absence or lateness.
2020EC8.2	<b>Resolved to accept the minutes of the Meeting</b> held on 28 <sup>th</sup> October 2020 (7 <sup>th</sup> Events & Communications Meeting). <ul style="list-style-type: none"><li>4<sup>th</sup> March 2020 Minutes – Cllr Mullany asked for the word “Social” to be remove from minute Item 19EC5.8.</li></ul>
2020EC8.3	<b>Public Participation Session.</b> No members of the public attended.
2020EC8.4	<b>Resolved to note no</b> declarations of interest were received.
2020EC8.5	<b>Resolved to</b> note Cllr Bellenger has completed the Annual Report. Thank you to Cllr Holdsworth, Fieldhouse and Mullany for their input.  Cllr Mullany would like to see an input from the subcommittee in particular the Environment Cttee. Cllr Holdsworth explained the Annual Report had been circulated for comments in September and the same structure as pervious years would be used. In favour PB/SH against MM.  It was agreed future Annual Reports would be produced yearly in August covering the period May to May and would include input from all sub committees. All in favour
2020EC8.6	<b>Resolved to note</b> the Go Local deadline for the Parish Newsletter is now 18 <sup>th</sup> November. The Newsletter will take up 2 pages in the Go Local at an additional cost of £109.  Thank you to Cllr Mullany for providing pictures of the slide and Christmas lights.  Cllr Bellenger has drafted the newsletter and circulated for comments.



2020EC8.7	<p><b>Resolved to agree</b> asking residents for their favourite Parish Council walks in the February 2021 Go Local Article allowing more time to plan a possible printed leaflet being produced. In favour PB, SH.</p> <p>Cllr Mullany agreed to continue mapping out a boundary route/walk to add to the Parish Council web site once completed.</p>
2020EC8.8	<p><b>Resolved to agree</b> the three quotes for a new website should be shared with all Cllrs and designs to be agreed at the General meeting. All in favour</p> <ul style="list-style-type: none"><li>• Cllr Holdsworth favoured the WhatsApp Company as the 50 Parish Council web sites it had written looked clear and easy to use.</li><li>• Cllr Mullany is interested in the planning application functions.</li><li>• Cllr Bellenger suggested contacting Hebden Royd as their website looked to be well designed.</li></ul> <p>Once a design has been chosen the Clerk agreed to approach the Company to determine easy of use and what training they can provide to Cllrs and Clerk for updating the website.</p>
2020EC8.9	<p><b>Resolved to agree</b> Cllr Holdsworth would draft an email to local schools asking if the local children would like to design a festive drawing to put in their house window to help make the village feel festive.</p>
2020EC8.10	<p><b>Resolved to agree</b> Agenda items for the next meeting.</p> <ul style="list-style-type: none"><li>• The next article for the Go Local and how often do we place an article in the Go Local.</li><li>• To agree the new format of the next Annual Report</li></ul>
2020EC8.11	<p><b>It was agreed the</b> Next Meeting would be moved forward from Tuesday 12<sup>th</sup> January to Tuesday 5<sup>th</sup> January 2021 due to the next Go Local issue date. All in favour.</p>

**Finish 20.32 Hours**