



## Stainland and District Parish Council 12th Communications Committee **DRAFT** Minutes

17<sup>th</sup> September 2021

Councillors present: Councillor Lassey Chaired the Meeting. In attendance were Councillor Fieldhouse, Councillor Mullany and Councillor Weeks.

In attendance Parish Clerk  
Laura White-Scott  
Clerk/Responsible Finance Officer

	Item
2021C12.1	Resolved to note that Councillor Mullany was unable to attend.  Due to not being Quorate the councillors felt that it was appropriate that the meeting go ahead but make no decisions.
2021C12.2	Public Participation Session. No members of the public attended.
2021C12.3	No declarations of interest were received.
2021C12.4	Unable to accept the minutes of the Meeting held on 11 <sup>th</sup> August 2021 due to lack of councillors.
2021C12.5	Discussions around the objectives took place.  It was discussed that we should rethink Go local to possibly quarterly not monthly with a newsletter.  Councillor Lassey to look to create complaints procedure for next meeting.  It was discussed that use of images to be checked for people before being uploaded on website.  Clerk to create a year planner with Calderdale's events so we can plan ahead and work alongside these events – before next meeting.  Clerk to pull together list of business for our parish before next meeting.  Heritage assets register to be collated by Councillor Fieldhouse.
2021C12.6	Discussions took place around a document issued by Councillor Lassey earlier on processes to update website.



2021C10.7	Discussions took place around key messages for Octobers Go local edition and the quarterly newsletter.
2021C10.8	Discussions took place around the new social media account, the clerk will bring a report to the next meeting on community engagement.
2021C10.9	There was no other business.
2021C10.10	Date of Next Meeting 21 <sup>ST</sup> October 2021 at 7pm.