



**Stainland and District Parish Council
19th Communications Committee
Minutes**

19TH July 2022

Laura White-Scott (Clerk)

	Item
2022C19.1	Apologies and reasons for absence and lateness ALB & JK sent apologies
2022C19.2	Public participation session None in attendance
2022C19.3	To receive parish councillors' Declarations of Interest Resolved that there were none received
2022C19.4	To accept the minutes of the 18 th Communications Committees held on 17 th May 2022. Resolved to approve with the amendment that 2022C18.6 will be amended to reflect only the parish clerk being in charge of social media & website editing after discussions at full council.
2022C19.5	To review engagement of social media for May -June 22. To decide any scheduled posts for this month on Facebook and the sdpc.uk website. An update was received from the clerk on social media responses, mainly positive. Resolved that there are no scheduled posts for this month.
2022C19.6	To approve the amended and circulated Communications Strategy Check that strategy has been amended since full council discussion and approve at full council this schedule.
2022C19.7	To review and discuss the budget for communications committee. Resolved that JK to look at budget and spending. Resolved that spending may rise in September for launch of library.
2022C19.8	To discuss and agree a shortlist of names submitted for the renaming of the old library building. Several entries from facebook have been listed. Resolved that this is the short list. @the junction The Hub Stainland & District community hub Meet.unite.share @the junction rooms @The Old Library The Old Library

2022C19.9	<p>To agree message (and associated costs) to be sent out with the Stainland Conservation Area awareness documents, as presented by Chair of Planning Committee Clerk to present quotes for printing.</p> <p>550 Double colour sided letters required and a separate brochure A4 bifold required. Clerk to get costs. A5 Envelopes, Clerk to create label for envelope.</p> <p>MM to finish content, LF to format leaflet and take to full council. Add to full council for approval.</p> <p>Discussions took place and JB will make amendments to the letter and return to MM.</p> <p>Bring to the next meeting.</p>
2022C19.10	<p>To discuss the plan for launch of the community centre.</p> <p>Resolved that JK & JB to prepare plan for launch once the date is set for the transfer to take place.</p> <p>Meeting with CMBC went well, the furniture in there will stay. Books will stay and be sold on opening day.</p> <p>Resolved that the library needs its own website, social media and email account for launch. This can be done once the name is decided.</p>
2022C19.11	<p>Items for next meeting</p> <p>All of the standard agenda items</p>
2022C19.12	<p>Date of next meeting: 16th August 6.30pm</p>