

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Communications Committee

held on Monday 8th August 2022 at 10.00 am
at the Neighbourhood Centre, 4a Monkton Road, Minster

Present; Cllrs. Gimes, Owen, McCarthy, Crow-Brown.

Also present; Kyla Lamb (Clerk)

96. ELECTION OF CHAIRMAN

RESOLVED: That Cllr. Gimes be elected Chairman for the ensuing year 2022/23.

Councillor Gimes in the Chair

97. APPOINTMENT OF VICE CHAIRMAN

Councillor McCarthy was appointed Vice Chairman for the ensuing year 2022/23.

98. APOLOGIES

None.

99. MINUTES

RESOLVED: that the minutes of the meeting held on 4th October 2021 be approved and signed.

100. MEMBERS INTERESTS

No declarations of interest were made.

101. REVIEW OF FACEBOOK PAGE

Cllrs Gimes reported that using Facebook as a communication tool is continuing to work well. In the last 28 days the site has reached 1518 people and 478 have engaged with the items. It was agreed that more photos of projects and success stories should be shared on Facebook where possible.

102. UPDATE ON NEW COMPUTER SYSTEMS AND NEW EMAIL FOR COUNCILLORS AND USING THEIR LAPTOPS

The Clerk reported that the new computers are all set up and working well in the office. They are much faster and having two screens works well and increases efficiency and reduces paper. All Councillors are now using their new email addresses. Cllr Owen has updated the Parish Council Website with the new addresses. The Clerk needs to contact TDC to arrange for them to update their website.

103. WEBSITE

Cllr Gimes felt that the website is not particularly good but Hugofox is widely used by Parish and Town Councils. However, as Facebook is being used to get information to residents quickly it is satisfactory for the purpose of providing all statutory documents required.

104. INFORMING THE PUBLIC OF THE NEW OFFICE OPENING AND RELOCATION ADDRESS

Members discussed arranging an event to open the new office, inviting residents to come along and see the new building and have refreshments in the pavilion as an opportunity to meet their Parish Councillors as many residents don't know what the Parish Council does. It can also be an opportunity to give residents information about becoming a Parish Councillor so that there may be some people interested if any vacancies occur in the future.

It was AGREED to hold the event on Tuesday 20th September 2022 6-8pm

Cllr McCarthy will design a poster to promote the event to be included in Minster Matter, MPC and Marvellous Minster Facebook page website and noticeboards.

The Clerk will source information on becoming a Parish Councillor from KALC and arrange some refreshments at the pavilion. Badges would be required for Councillors

Signed.

CHAIRMAN COMMITTEE

Meeting closed at 10:35 a.m.

DRAFT