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COMMUNICATIONS COMMITTEE MEETING

MINUTES OF MEETING HELD: 8 August 2023, 7pm
VENUE: Council Chambers, Suite 3, 4 The Limes

Present: Cllrs P Batchelor (Chair) J Winter M Marston
L Emmett M Hart

Absent Cllrs P Jeater (Zoom from 7.10pm) B Bull

Also present A Zakharyeva (Comms and Projects Clerk)

- COM23/63 To elect a Chair for the committee**
Cllr Batchelor was elected as the Chair for today's meeting. A new chair is to be elected for each meeting.
- COM23/64 To elect a Vice-Chair**
No Vice-chair was elected.
- COM23/65 Apologies for absence**
Apologies were noted from cllrs Bull and Jeater.
- COM23/66 Announcements and Declarations of Interest**
There were no declarations of interest presented.
- COM23/67 Public Participation Session**
No members of the public wished to speak.
- COM23/68 To approve the minutes of the Communications Committee meeting held on 8 July 2023**
The minutes were approved and signed as an accurate record by Cllr Batchelor.
- COM23/69 Matters arising for report but not for resolution**
The comms clerk reported the increase in e-newsletter subscribers has been steady (15-20 monthly). Cllrs Hart and Marston reported the possibility has been discovered for establishing a charity shop in the village, as well as a green grocer - both will be investigated further. Cllr Winter reported on the progress in negotiations with the Coop representative.
- COM23/70 To discuss content for the upcoming newsletter**
It was decided the newsletter will be an Autumn edition and is to be published in late September-early October. Content is to include: a summary of what can and can't be done by PC to address some of the issues brought up in the resident questionnaire – the comms clerk is to ask the clerk for the file; summary of things PC has done during summer (pylons, train consultation responses, reports on summer show, Stones award, and other events etc); the new tree policy (the comms clerk is to contact cllr Whittow-Williams for a report on Facilities); safe routes; the report on Red Stones football team for their 60 year anniversary (cllr Jeater

is to submit photos and text); news of local groups & clubs; litter pick in October; libraries update – Shenfield and Ingatestone, concerts and book groups; Cllr Winter is to report on town twinning association; new groups in the village; doctor-patient group; food bank. Articles to be submitted by 29 August.

COM23/71

To discuss ongoing projects

Ingleton House – the lead for community engagement is to be invited to the next comms committee to discuss PC involvement in communications and engagement with local residents.

COM23/72

To agree time and frequency of future committee meetings

It was agreed to hold the next meeting on 5 September at 3.30, and the further schedule is to be discussed then.

COM23/73

Items for inclusion in the next agenda

None were requested.

COM23/74

Chair to close the meeting

The meeting closed at 7.50pm.

The next Communications Committee is on 5 September at 3.30pm. The meeting will be held at the Council Chambers, Suite 3, 4 The Limes.