



**A COMMUNICATIONS COMMITTEE MEETING
OF ALCESTER TOWN COUNCIL
IS TO BE HELD AT 10.30am ON TUESDAY 14 JULY 2015
AT GLOBE HOUSE, ALCESTER (Seggs Lane entrance)**

Present

To record members present to ensure a quorum is met

PUBLIC PARTICIPATION AT DISCRETION OF CHAIR

The committee may take presentations from the public at the discretion of the chair, maximum 5 presentations at 3 minutes each.

A G E N D A (Standing Orders apply only Committee members to take part)

1. Apologies

To receive apologies and reasons for absence

2. Declarations of Interest

Members are reminded that the Code of Conduct, which took effect from May 2007 provides that they should declare the existence and nature of their personal interest at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is prejudicial or predetermined they should consider withdrawing from the room and not seek improperly to influence a decision about that matter.

3. Minutes of Last Meeting

The minutes of the 2nd and 16th June having been circulated and approved by committee members were signed at the Full Council meeting on the 7th July.

4. Press releases

To formulate press release for:

- a. Alcester becoming a Health and Wellbeing Town

5. Forthcoming Newsletter

To decide the future style and content of the newsletter

Deadline for the next Newsletter: 14th August

6. Website/Social media

To decide the format of the members only page of the website

To formulate an online/social media policy for adoption by the Town Council

7. Town Issues/issues from other Committees

Councillors are reminded that agenda items must be received by the Clerk no later than 7 days prior to the corresponding meeting.

- a. Town Issues
 - i. Advertising
 - ii. Town Guide
- b. Full Council
 - i. Public presence at meetings
- c. Community Care – none to date
- d. Community Facilities – none to date
- e. Strategic Planning – none to date

8. Correspondence

- a. None to date

9. Propositions to Full Council

To receive any propositions

10. Date of next meeting

Tuesday 11th August 10:30am at Globe House Council Board Room

K Wright

Deputy Clerk to Alcester Town Council