



A COMMUNICATION COMMITTEE MEETING OF ALCESTER TOWN COUNCIL WAS HELD AT 10.30am ON TUESDAY 13 OCTOBER 2015 AT THE DEPOT ROOM, JUBILEE CENTRE, ALCESTER

Present

Cllrs Y Morrison (Chairman), C Brannigan (Deputy Mayor), E Payne, A Brown.

PUBLIC PARTICIPATION AT DISCRETION OF CHAIR

There were no members of the public present.

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

1. Apologies

Apologies were received from Cllrs C Neal-Sturgess (Mayor), M Nash

2. Declarations of Interest

Cllr A Brown declared an interest on item 7.a)i.

3. Minutes of Last Meeting

The minutes of the September meeting having been circulated and approved by committee members were signed at the Full Council meeting.

4. Press releases

a. A press release with a statement from the Mayor had been released regarding the Churchill application which is being heard by SDC on Thursday 15th October. Another statement will be released after this meeting from the Chairman of the ATC Planning Committee.

5. Forthcoming Newsletter

a. Items for the Winter Newsletter

Possible articles will include; The Clubs and organisations day (date to be confirmed), Community Safety Group information, Jubilee Centre Defibrillator (thanks to donations), Digital Inclusion project.

Deadline announced at Full Council as the 14th November.

b. To consider a monthly advertising newsletter

The Committee had been approached by a member of the public who wanted a monthly newsletter which included support/promotion of the businesses in the town as well as events and a medium for other Authorities. The Committee decided that the Newsletter as it is, as a community based information medium, was most appropriate. Should the local businesses wish to have their own magazine it would be for the Chamber of Trade and Commerce to pick up, however it was noted that the town already has a number of advertising newsletters available.

6. Website/Social media

a. Standardising of Cllr Profile pages

The Committee had seen a draft template, which they were in agreement with, however they added that they would prefer it to be written in first person, to make it appear more personal. The template will then be circulated to Cllrs to be completed before the next meeting.

b. Future content for Members Page

A few more Cllrs had commented to say that they had tried the members page with success. However it has been asked whether Cllrs could be informed when new information has been added. The clerk will check again with SDC whether an automatic system was possible.

7. Town Issues/issues from other Committees

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

a. Town Issues

i. Town Guide

Cllr A Brown reported that she will soon be starting on collecting the advertising for the town guide, it is expected it will take 2-3 months for production.

ii. Town event advertising

The Committee considered items to include in a policy for placement of signs in the town, including:

Advertising for events happening in (or for the benefit of) the town, excluding those which come under the Showman's Guild.

Adverts for businesses should not be placed around the town, unless immediately outside the own business (in accordance with the SDC guidelines).

Signs to be placed no more than 2 weeks prior to the event and taken down immediately after.

Advertising signs should not be placed on any Highways Authority posts (in accordance to WCC guidelines), unless Road Closure orders.

Signs should not be attached to the Alcester in Bloom Hanging basket posts.

Signs within the Conservation area should be of a maximum size of A4.

Signs within the Conservation area should not number more than 6.

Signs outside the Conservation area may be of a larger size and of a reasonable number.

b. Community Care

Clubs and Organisations day, date to be confirmed. This will be a ATC organised event, working with the Alcester Court Leet.

Community Safety, request for volunteers on Facebook

c. Community Facilities – none

d. Strategic Planning – Churchill retirement living application (as discussed above)

8. Correspondence

a. None

9. Propositions to Full Council

There were no propositions

10. Date of next meeting

Tuesday 10th November 10:30am at Depot Club Room, Jubilee Centre