



A COMMUNICATION COMMITTEE MEETING OF ALCESTER TOWN COUNCIL IS TO BE HELD AT 10.30am ON TUESDAY 8 DECEMBER 2015 AT THE DEPOT ROOM, JUBILEE CENTRE, ALCESTER

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 November meeting having been circulated and approved by committee members are to be signed.

4. Council Projects

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

a. Community Care – To discuss current agenda items and any how the Communication Committee can help

b. Community Facilities – To discuss current agenda items and any how the Communication Committee can help

c. Strategic Planning – To discuss current agenda items and any how the Communication Committee can help

5. Town Issues

i. Town Guide

To receive an update

ii. Town advertising

To consider policy for placement of signs in the town

iii. Clubs and Organisations day

To receive an update

6. Website/Social media

a. Cllr Profile pages

b. Future content for Members Page

c. Residents Association pages

d. Updating the clubs/associations page

e. Updating the business directory page

7. Forthcoming Newsletter

a. Feedback from the Winter Newsletter

b. Ideas for the Spring Newsletter

8. Press releases

a. None to date

9. Correspondence

a. None to date

10. Propositions to Full Council

To receive any propositions

11. Date of next meeting

Tuesday 12th January 10:30am at Depot Club Room, Jubilee Centre

K Wright

Deputy Clerk to Alcester Town Council