

Minutes of the Eckington Parish Council Communications meeting held on Wednesday 3rd October 2018 at 7pm in the Civic Centre Eckington

Attendance

Councillors- J Austen, C Gare, B Ridgway, J Ridgway

Others- R Bullimore (Clerk), R Hill (Assistant Clerk)

01/018 Appointment of Chair

RESOLVED Councillor Jane Austen elected as Chair

02/018 Appointment of Vice Chair

RESOLVED Councillor Christine Gare elected as Vice Chair

03/018 Terms of Reference

RECOMMEND increase Committee members to six.

04/018 Dementia Champion

RESOLVED Councillor J Ridgway appointed as dementia champion

05/018 Community Engagement Strategy

RESOLVED To reviewed annually

06/018 Digital Strategy

RESOLVED Action plan to be updated and to be reviewed annually

07/018 Data Protection Policy

RESOLVED Data protection officer to be removed from the policy, Communications Committee to look into GDPR for Councillors. Clerk to ask councillors what personal information they want on the Parish Council website. Clerk to ask if the District Council can provide GDPR training for Councillors

08/018 Local Council Award Scheme

RESOLVED To review the requirements

09/018 Media Relations Strategy

RESOLVED To be reviewed annually

10/018 Publication Scheme

RESOLVED To be reviewed annually

- 11/018 Events
RESOLVED Spreadsheet to be created for Events to show profit and loss
- 12/018 Content for newsletter
RESOLVED To note articles for the winter newsletter to be received by 1st November
- 13/018 Grant Form
RESOLVED Grant form to be reviewed
- 14/018 Publicity material
RESOLVED Clerk to contact Councillors regarding marketing of Parish Council halls
- 15/018 2018/19 Budget
RECOMMEND To include a budget for events, advertising, grit and the Newsletter