

MELTHAM TOWN COUNCIL

MINUTES OF A MEETING OF THE COMMUNICATIONS COMMITTEE HELD ON MONDAY 16 SEPTEMBER 2019

Present: Councillor Buchanan (Chair), Councillor Storey and Councillor Millward

Public Session – There were no members of the public present.

19/09 ELECTION OF CHAIRMAN AND VICE CHAIRMAN

In accordance with Standing Order No.43, nominations were taken for a Chairman. Councillor Millward nominated Councillor Buchanan – the nomination was seconded by Councillor Storey. A vote was taken and by show of hands it was

RESOLVED: That Councillor Buchanan was elected as Chairman of the Communications Committee to hold office until the next Annual Meeting of the Council.

In accordance with Standing Order No.43, nominations were taken for a Vice Chairman. Councillor Buchanan nominated Councillor Millward – the nomination was seconded by Councillor Storey. A vote was taken and by show of hands it was

RESOLVED: That Councillor Millward was elected as Vice Chairman of the Communications Committee to hold office until the next Annual Meeting of the Council.

19/10 NOTICE OF MEETING.

Public Notice of the Meeting was taken as read.

19/11 ADMISSION TO THE PUBLIC.

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was

RESOLVED: That there were no items which needed to be considered in private.

19/12 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Keighley

19/13 DECLARATIONS OF INTEREST.

There were no declarations of interest.

19/14 MERCURY

The deadlines and the contents for the Autumn / winter edition of Meltham Mercury were discussed. A discussion took place about whether there was an alternative to delivery by Royal Mail and the Clerk was asked to make enquiries.

19/15 WEBSITE (INCLUDING UPDATE ON THE PUBLIC SECTOR BODIES ACCESSIBILITY REGULATIONS)

The Clerk provided an update. It was suggested that the Council should have a Facebook page. A discussion took place about how content could be posted. It was suggested that Councillors could add content in addition to the Clerk. The Clerk highlighted the need for a protocol to govern social media use and highlighted some of the issues that could arise. It was agreed to set up the Facebook page and link it to the Council's news posts in the interim with only the Clerk having access but to develop a social media strategy and protocol for the future.

19/16 MEDIA PROTOCOL

Councillors considered the revised draft media protocol drafted by the Clerk and circulated with the agenda and

RESOLVED: That the draft media protocol be recommended for adoption by Council.

19/17 RESILIENCE ISSUES

Councillors considered the role of the Council in terms of resilience in the Town and thought that improved communication channels would assist in this including Facebook.

19/18 TO CONSIDER THE FUTURE WORK PROGRAMME OF THE COMMITTEE

This item was covered in the earlier discussions.