

CHAPEL-EN-LE-FRITH PARISH COUNCIL

Minutes of the Meeting of the Communications Committee held on 21 May 2019 at the Town Hall, Chapel-en-le-Frith.

Present: Councillors N Gourlay, C Lawley and Mrs S Walters.

In Attendance: Mrs SE Stockdale – Clerk to the Council

Apologies: Councillor T Dales

20/32 Election of Chairman

Councillor Gourlay proposed and Councillor Mrs Walters seconded Councillor Lawley as Chairman.

RESOLVED: That Councillor Lawley is elected as Chairman of the Communications Committee until the next Annual Meeting of the Council.

20/33 Newsletter

A discussion took place regarding the newsletter with some members commenting that it looks like junk mail, the content is not useful and the advertised events are too far in the future for people to remember.

A suggestion was made that the expenditure on the newsletter would be better used for promotional literature for the town at Christmas.

After discussion it was agreed that a newsletter should be produced with a new format with the following information and reviewed at a subsequent meeting:-

- New Chairman and Vice Chairman
- New members and thanks to outgoing members for their service to the Council
- Casual vacancy in Dove Holes (Main feature)
- Groups and classes meeting at the Town Hall
- Update on Sheffield Road
- Diary dates for Chapel Carnival and Well Dressing

20/34

Website and Social Media

The Chairman of the Council suggested that members may wish to have an email address linked to the Councils Domain Name and further information will be obtained on how this can be actioned.

It was agreed that a new Facebook Page should be created to enable the administration to be undertaken from the Office by the Clerk and Assistant.

It was agreed that the Social Media Policy should be reviewed in November 2019.

20/35

Posting of Minutes on Parish Notice Boards

It was agreed that ratified minutes should be posted on the Parish Notice Boards in Chapel-en-le-Frith, Combs and Whitehough. That the Council should consider placing a Notice Board in Dove Holes on land in the ownership of the Council by the Play Area.

20/36

Press Releases

It was agreed that a press release be issued with details of the new members following elections and to express thanks to members who either did not stand for re-election or who did not win their seats back.

20/37

Welcome Pack

It was agreed that the Welcome Pack should be re-written as an A5 size booklet with more concise information.

The Clerk advised that this would attract 50% funding from the High Peak Borough Council Regeneration Grant.

The existing Welcome Pack will be removed from the website with a note to say that it is undergoing a review and reprint.

20/38

Town Trail

A resident is currently updating the text on the six walks around the Parish and it was agreed that they be approached to see if they would update the text on the Town Trail also.

It was agreed that Chapel Arts be approached to see if they would be willing to provide artwork for the updated materials.

The Clerk suggested that an App for the Town Trail could be considered but it was felt that it would be costly and need software updating on a regular basis which again would be costly.

20/39 **Map – Chapel Market Place**

The map was produced originally by High Peak Borough Council and it was agreed that members of the Committee would look at the content of the map and consider this at the next meeting.

20/40 **Date of Next Meeting**

To be arranged.

There being no further business the Chairman declared the meeting closed at 21.00 hours.

CHAIRMAN