

RIPPONDEN PARISH COUNCIL

Communication Committee Meeting held on Wednesday 7th November 2018 at 7.00pm

Cllr Hunt chaired the meeting

Present:- Cllr Johnson, Cllr Moran, Cllr S Russell,

1. To receive apologies for absence and lateness

Absence – Cllr Robins

Lateness: Cllr Russell

2. To approve the Minutes of the meeting held on Tuesday 17th July 2018

CC2019-03 Resolved in a motion by Cllr Johnson and seconded by Cllr Moran that the Minutes be accepted as a true and correct record of the meeting held on Tuesday 17th July 2018.

3. Matters arising from the last meeting

The Clerk reported that Go Local had delivered the Commemoration booklet to all households in the parish and the feedback was that the booklet had been well received and a fitting commemoration of an excellent standard.

The Clerk advised that she had booked the distribution of the Winter Newsletter with the February Go Local and Cllr Potts had confirmed that he was happy to set the articles in publisher for the Committee.

Cllr Moran expressed her disappointment that no acknowledgment of the work done by individual Councillors had been mentioned in any Full Council meeting minutes in respect of the commemoration booklet.

Cllr Russell arrived at 7.05pm

4. To review the quarterly budget and spending for the Committee

The Clerk provided details of the budget/actual expenditure as at 1st November 2018 for the Committee to review. The meeting accepted the budget/expenditure details provided by the Clerk as a true and correct record.

5. Winter Newsletter

Cllr Moran agreed to write an article for the newsletter for WW1 Commemorations and Remembrance Sunday, but advised that she would be struggling to do anything else at present due to other commitments. It was agreed that this would include the Falling Poppies event and would cover the centre two pages.

Cllr Russell agreed to draft the other articles which would include an update on CCTV, Michaelmas Show, the progress of the Dementia Cafes and the Christmas Lights Switch On and the Soyland Lights. The Clerk was asked to source some photographs for a montage of around the village events etc.

Full Council approval would be needed on 13th December 2018 and the newsletter would be needed by Go Local for 24th January at the latest.

6. Press Releases

Cllr Russell agreed to write the draft press release for the February Go Local which would need Full Council approval on 13th December 2018. It was agreed that the article should be a thank you to all who contributed to the WW1 Centenary Commemoration.

7. Office Window

The schedule for 2019 was discussed and it was agreed that Julian Carr should be offered the window for to publicise his new book for the History Society in January. Cllr Russell is to ask Yorkshire Film Archive if they would like a window display in February.

8. Good Citizens Award

The Clerk advised that still only one Nomination had been received so far. She confirmed that she would do another reminder on Facebook after 11th November.

Cllr Moran asked if Parish Councillors could nominate someone and it was agreed that this was permitted under the rules.

Discussion took place as to when the award would be presented to the winner and whether or not a voucher should be given with the award due to the Civic Dinner being no longer organised. It was agreed that the venue for presentation should be agreed once the recipient is known.

The Clerk was asked to get a quote for the 2018 award from Briggs Priestley.

9. To approve any spending from the Communication Committee

None

10. Date of next meeting

It was agreed that the meeting should be Wednesday 30th January 2019 at 7.00pm.

The meeting closed at 7.40pm