

SWANWICK PARISH COUNCIL
MINUTES OF PUBLIC RELATIONS AND INFORMATION COMMITTEE
23 JUNE 2011

Present: Cllrs Hardwick, Barnett, Payne, Peacock, Watson

Also Present: Cllrs Brown, P Staton

1. Apologies: Cllrs Dale & D Staton

2. To Prioritise and Set Targets for the Committee Workload

The aims and objectives were discussed with regards to the following:

2.1 Website – do we want a basic website or a more secure one, facebook and links to other websites and links on other websites were also discussed. Good idea to start getting the website built and then released after the next meeting

RECOMMENDED:

To Full Council that the more expensive option of website be constructed, so that there are archives and lots more information.

2.2 Newsletter – the newsletter serves a purpose, may need to look at the dates in conjunctions with events/information (could be March/June/Sept and end Nov).

RECOMMENDED:

That the newsletter be retained, as black on white, it should contain new Council information, and an article to encourage residents to feedback to the Council.

2.3 Noticeboards/Local Radio/Local Publications

RECOMMENDED:

That the use of the above is continued to publicise events/information.

2.4 Village Guide

This is very nearly complete, there have been some late additions to the proof. The cost of printing was also discussed, as this could be in the region of £2500 if a copy goes to each household. This could be reduced dramatically if copies are put into shops or requested.

RECOMMENDED:

That 500 copies are printed initially, put into shops rather than distribute to every household, and to publicise this through the newsletter and website. A copy of the guide will be on the website.

3. To Set Financial Parameters

RECOMMENDED:

That the budget be reviewed at the Executive Committee.

4. Date of Next Meeting

25 August 2011

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23 June 2011

Meeting Closed at 7.24pm