

WADHURST PARISH COUNCIL

THE MINUTES OF A MEETING OF THE COMMUNICATIONS SUB COMMITTEE OF WADHURST PARISH COUNCIL HELD AT SPARROWS GREEN RECREATION GROUND PAVILION, WADHURST THURSDAY 19 OCTOBER 2017 AT 18:00

Present: Cllrs Kent, Meredeen (Chair), Oliver and Wells

Also present: Amanda Barlow (clerk)

The Chair thanks Claire Siegel, former councilor, for her contribution to the Communications Sub-Committee meeting.

1. To receive apologies and reasons for absence.
It was noted that Cllr Wells would attend as a Member of the Communications Sub Committee meeting until a new Cllr has joined the Council and they would be invited to join the Committee.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
None.
3. To approve the minutes of the meeting held on 29 June 2017.
Members resolved to approve the minutes of the meeting 23 February 2017 as being a true record.
4. To discuss matters arising from the minutes of the meeting held on 29 June 2017
 - 5.4.6.4 Noticeboard is on Agenda at 6.2
 - 5.7.4 Commemoration Hall not available on Thursdays for Full Council meeting. *This meeting is being held at Carillon Cottage.*
 - 5.5 & 6.3 New website is now operational and Cllrs agreed that it was much easier to use and there had been less calls to the Clerk regarding finding things on the website. *It was noted that not all Cllrs were using the new Parish email address. Clerk to ask all Cllrs to use the new Parish email address by the next Full Council meeting. (Action: Clerk).*
 - 6.1 Annual Newsletter – *the newsletter had been distributed as planned.*
 - 6.2 Annual Parish meeting on the Agenda at 6.
 - 6.4 Mobile App – *Cllr Meredeen advised that he has been keeping the App Office up to date on the new website. The App has been updated on android and will be updated on Apple. A web app is being developed so that it can be accessed by a web interface. The Cllrs noted the current cost is £300.*
 - 8.1 Membership of Committee was discussed under Agenda Item 1.0.
5. Public Forum – time limit 15 minutes.
None.
6. Items for decision and allocation of resources, if necessary.
 - 6.1 To discuss and agree the next actions, if appropriate, with regard to the 2017 Annual Parish Meeting.
Cllrs noted that there was no additional input regarding the potential development of the Commemoration Hall at the present time. Cllr Wells advised that he reports on many of the issues raised when he meets with Sussex Police. Cllrs noted that there were comments on the Parish noticeboards and this is on the Agenda for discussion at 6.2. It was agreed that the Clerk would upload the draft minutes of the Annual Parish meeting on the website. (Action: Clerk). It was agreed that the Clerk would compile the response from the other Committees on the Annual Parish meeting and prepare a report for the December Full Council Meeting. (Action: Clerk).
 - 6.2 To discuss and agree, the next actions, if appropriate, with regard to the village noticeboards
It was agreed that the Clerk would try and get a quote for repairing the noticeboard and also updated quotes for a metal and wooden board. (Action: Clerk).
 - 6.3 To discuss and agree, the next actions, if appropriate, with regard to contacting Members in an emergency
It was agreed that the emergency contact list would be enhanced and included in the emergency plan. (Action: Cllr Meredeen).

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7. Items for report only.
 - 7.1 To note spend to date against budget.
Noted.
8. Items for noting.
 - 8.1 Membership of the Communications Sub Committee
Discussed under Agenda item 1.0.
9. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.
None.

There being no further business the meeting closed at 7.10pm.