**WADHURST PARISH COUNCIL**

All members of the Communications Committee:

I hereby summon you to attend a meeting of the Communications Committee of Wadhurst Parish Council to be held remotely via Zoom on Thursday **4 June 2020 commencing at 7.30** **pm** for the transaction of business as set out below.

Signed  Date: 28 May 2020

Amanda Barlow

Clerk to Wadhurst Parish Council

**Zoom Information**

**Topic: WPC Communications Committee Meeting**

**Time: Jun 4, 2020 07:00 PM London**

**Join Zoom Meeting**

**https://us02web.zoom.us/j/81646267678**

**Meeting ID: 816 4626 7678**

One tap mobile

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**AGENDA**

1. To receive apologies and reasons for absence.

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members’ register of interests.

3. Public Forum – time limit 15 minutes.

4. To approve the minutes of the meeting held on 2 February 2020 as a true record.

5. To determine matters arising from the previous minutes for updating and noting.

6. Items for decision and allocation of resources, if necessary.

 6.1 To discuss and agree, if appropriate, next actions with regard to a new website provider for the Parish Council website and the Neighbourhood Plan Steering Group website.

 6.2 To discuss and agree, if appropriate, the distribution method and costs for the Parish newsletter.

 6.3 To discuss and agree, if appropriate, the Wadhurst Parish Council Social Media and Communications Policy

1. Items for discussion

 7.1 Newsletter

 7.2 Facebook/Instagram

1. Items for noting only

 8.1 To note spend to date against budget

1. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.