

WADHURST PARISH COUNCIL

THE MINUTES OF A MEETING OF THE COMMUNICATION AND COMMUNITY LIASON (CCL) COMMITTEE OF WADHURST PARISH COUNCIL HELD REMOTELY VIA ZOOM ON THURSDAY 19 NOVEMBER 2020 AT 19.30

Present: Cllrs C Moore, P Moore, S Gadd, C Morris, P Smith (Chair)

Also, present one member of the public

Minutes of the meeting taken by Chair and was agreed by all members.

Nomination of new Chair: ***All members agreed that Cllr Smith continues to act as Chair of CCL.***

1. To receive apologies and reasons for absence.
None received.
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. Public Forum – time limit of 15 minutes.
None
4. To approve the minutes of the meeting held on 4 June 2020
Members approved the minutes of the meeting held 4 June 202, except Cllr Morris who was not on the Communication Committee at that time.
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 Strategy for a new website - Netwise (existing) or Vision ICT update website with a new provider
All members agreed once a new clerk is in post, a new website provider will be reviewed according to the new Clerk's working knowledge of the said website. All members agreed once the website has been decided in the New Year Warhurst Neighbourhood Plan Chair will be contacted to discuss strategy for hosting their website inside the new WPC website.
 - 6.2 Next newsletter; content, cost and distribution (including volunteers)
For future distribution by the Post Office, please note the Pavilion is now listed on the Post Office PS dropdown menu.
A company delivered 1800 Newsletter from Hastings for a cost of £360. However, they were unable to deliver to the outlying houses due to being unfamiliar with the area and offered a refund of £120. Total spend came in under budget. The money from the refund was used to purchase stamps, and the remaining leaflets were posted. All members agreed that the Spring Newsletter distribution should be via volunteers from the community and the parish council. Hall and Field are also interested in joining this initiative, and all members agreed to this.
All members agreed that the Spring Newsletter would use Canva as a new platform which will be easier to review, edit and upload photos.
7. Items for discussion
 - 7.1 Any social media concerns
All members agreed that a New Facebook account to be created. Reason for this is the existing Facebook account was connected to the ex-Clerk's account.

7.2 Website responsibility

All members agreed that three people would have the responsibility for the content upload onto the website; the Clerk, the RFO and the Chair of CCL.

7.3 IT back up

All members agreed to instruct Netwise to make WPC website complaint will the new government guidelines which came into effect September 2020. RFO has been asked to contact Netwise (20 November 2020) to obtain a quote for additional iCloud storage and to back up emails and documents. The RFO has received a quote from another source to backup the laptops and storage.

Netwise also to quote if shared storage like goggle drive is available for members only use, i.e. no members of the public can access this secure area.

8. Items for noting only

8.1 To note spend to date against budget

Noted.

8.2 Any community issues

All members agreed that an urgent email would be sent to the Business Director and the Principal of Uplands Community college concerning the impending sale via auction of the Community Minibus which was donated to the School on behalf of the community for community use. WPC is concerned that the Minibus provides community service and wants to ensure that this service remains in the community.

9. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.
See section 8.2. Email to Uplands will be sent via Clerk.

The meeting closed at 20.00.