



COPYTHORNE PARISH COUNCIL

A meeting of the Media and Publicity Advisory Committee was held on Friday November 8th 2019 at Corner Cottage, Winsor, starting at 12pm.

Invitees:

Cllr. Simon Lucas

Cllr. Steve Herra

Cllr. Jackie Rhodes

Mr David Rigby – Parish Clerk (non-voting member)

A G E N D A (with notes of discussions)

- 1. Election of Chairman**
Cllr. Steve Herra was elected unanimously by the voting members
- 2. Apologies for absence**
None
- 3. Declarations of Interest**
None at outset of meeting or needed to be declared during the meeting
- 4. Media & Publicity Advisory Committee Terms of Reference – to agree a set of Terms of Reference.**
A draft set of ToR was drawn up by the members and has been circulated to members for their approval before submitting for approval at the Council meeting on Dec 10th 2019
- 5. Consider a work programme for the Media & Publicity Advisory Committee through to end of March 2020.**
Suggestions:-
 - a. Investigate the 'pro's and con's' of setting up a Council Facebook page
 - b. Review of Council website layout, content, etc.
 - c. Newsletters review
 - d. Noticeboard locations & quantity review (to discuss with 5YP AC)
- 6. Agree date for next meeting**
Fri Jan 10th 2020 11am, at Westwood, Winsor Road