



## COPYTHORNE PARISH COUNCIL

A meeting of the Media and Publicity Advisory Committee was held via Zoom Video Conference on Friday July 23rd 2021 starting at 10am.

Attendees: Voting - Cllrs Steve Herra; Jackie Rhodes; Sylvia Wiggins  
Non Voting - David Rigby (Parish Clerk)

### A G E N D A (with DRAFT notes of discussion)

1. **Election of a Chairman**  
Cllr. Steve Herra was unanimously approved as Chairman by the voting members.
2. **Apologies for absence**  
None
3. **Declarations of Interest**  
None
4. **Review of notes of previous meeting (April 22nd 2021)**  
Those present who were at the previous meeting were happy that the notes were accurate.
5. **Review of noticeboard renewal/replacement programme.**  
DR reported that the installation of the first two replacement noticeboards (Winsor Road layby and Newbridge Village) had been completed. Phase Two will be to consider the next two/three noticeboards for replacement. Based on usage and condition the considered priority order for replacement locations is Stanley's Own; Parish Hall; Bartley PO; Ower; Cadnam. Funding for two (using 2021/22 budget; earmarked reserves from 2020/21 and a portion of unallocated District and County Councillor grants) of circa £2.7k ex VAT is in place. A third could be funded if additional grant funded could be obtained. DR will discuss this point with HCC and District/County Councillors and report back to M&P AC members
6. **Review of work programme for the Media & Publicity Advisory Committee through to end of April 2022.**  
Noticeboards – See above  
Development of QR codes – Will be included in agendas etc. from September 2021  
Relationship with local media to raise council profile – Clerk to send articles to local press  
Newsletter Review – Members pleased with how change of editors, layout and content has gone, along with increase in number of outlets and use of Telephone Boxes as Info Hubs.
7. **Discussion of any other matters relating to the Aims and Responsibilities of the Media & Publicity Advisory Committee,**  
None
8. **Agree date for next meeting**  
Friday October 22<sup>nd</sup> 2021 10.00am

## **MEDIA & PUBLICITY ADVISORY COMMITTEE MEETING – JULY 23<sup>RD</sup> 2021**

### **AGENDA ITEM 4 – REVIEW OF DRAFT NOTES OF PREVIOUS MEETING ON APRIL 22<sup>ND</sup> 2021**

## **COPYTHORNE PARISH COUNCIL**

A meeting of the Media and Publicity Advisory Committee was held via Zoom Video Conference on Thursday April 22<sup>nd</sup> 2021 starting at 10am.

Attendees: Councillors Steve Herra (Chair); Simon Lucas; Jackie Rhodes;  
Parish Clerk David Rigby (non-voting member)

### **A G E N D A** (and DRAFT notes of discussion)

- 1. Apologies for absence**  
None
- 2. Declarations of Interest**  
None
- 3. Review of notes of previous meeting (Jan 15th 2021)**  
All present were happy that the notes of the previous meeting were accurate.
- 4. Update on noticeboard renewal/replacement programme.**  
SL confirmed that a report has been taken to the April 13<sup>th</sup> 2021 Council meeting and approval had been given for the purpose of two new replacement noticeboard (Winsor Road and Newbridge Village sites). They are expected to arrive in early May and SL has kindly agreed to assist with their installation. It was agreed that later this year the M&P AC would present a further report to Council regarding the acquisition and siting of further replacement noticeboards
- 5. Review of work programme for the Media & Publicity Advisory Committee through to end of March 2021.**  
As agreed at the last M&P AC meeting the Clerk has investigated the use of “Facebook links” in the online version of the newsletter. Whilst possible it would only be of benefit to those who use Facebook.  
  
Also as discussed at the last meeting a “QR code” has been created to be used on our noticeboards as a link to our website.
- 6. Consideration of work programme for the Media & Publicity Advisory Committee through to end of April 2022.**  
It was agreed that areas to cover in particular should include:-  
Noticeboards  
Development of QR codes  
Relationship with local media to raise Council profile  
Newsletter review
- 7. Discussion of any other matters relating to the Aims and Responsibilities of the Media & Publicity Advisory Committee.**  
None
- 8. Agree date for next meeting.**  
Friday July 23<sup>rd</sup> 2021, 10am