

# Holme Valley Parish Council

To: All Members of the PUBLICATIONS AND COMMUNICATIONS COMMITTEE

Please be informed that a meeting of the PUBLICATIONS AND COMMUNICATIONS COMMITTEE will be held on MONDAY 07 NOVEMBER 2011 in the GROUND FLOOR MEETING ROOM, COUNCIL OFFICES, HOLMFIRTH at 07:00 PM for the transaction of the following business -

- AGENDA -

- 1 Public Open Session** 7:00 PM  
At the commencement of the meeting, there will be an open session, lasting 15 minutes, for members of the public to address Members of the Committee. Any information relating to items on the agenda will be considered as part of the agenda item. Issues/concerns/information not related to any item on the agenda will be considered at a later date or referred to the appropriate body.  
  
Please note that timings on the agenda are given for guidance of the Chairman and the Committee only, and should not be taken as the time at which discussion of a particular item will commence.
- 2 To accept Apologies for Absence** 7:15 PM
- 3 To receive Members' declarations of interest in items on the agenda** 7:16 PM
- 4 To consider whether items on the agenda should be discussed in private session** 7:17 PM
- 5 To accept the Minutes of the Previous Meeting** 7:18 PM  
- held on 4 July 2011 numbered 11 01 - 11 15 inclusive - previously circulated
- 6 Parish Website** 7:19 PM  
- To receive update from Webmaster on development of new website - Clerk to report
- 7 Quarterly Newsletter** 7:34 PM  
(1) Minute No. 11 09 refers - To review process to produce, print and distribute quarterly newsletter, after trial period of secretarial bureau as Editor for Publications and company changes at production company - Clerk to report  
(2) To agree content for next edition of newsletter - Winter 2011 - deadline for articles to Editor - mid November 2011 - potential list of articles to be distributed at meeting
- 8 Community Champions** 8:04 PM  
- To consider nominations for Community Champion and approve award(s) if necessary - Clerk to report
- 9 Community Events** 8:09 PM  
- To consider attendance at forthcoming Community events
- 10 Community Engagement** 8:14 PM  
(1) To consider Committee involvement in organisation and publicity for public meeting(s) to be held on planning application(s) for new supermarkets already submitted or due to be submitted to Kirklees Council - Clerk to report  
(2) To consider enquiry from a Ward Councillor regarding political party details - Clerk to report  
(3) To consider improved email facility linked to new website - Clerk to report
- 11 Queen's Diamond Jubilee 2012** 8:34 PM  
- To consider celebration of the Queen's Diamond Jubilee - holiday weekend 2-5 June 2012 - and any budget implications
- 12 Freedom of Information Act 2000 - to agree what information will be made available to the public** 8:39 PM

# Holme Valley Parish Council

SALLY S BARER (MRS)  
Clerk to the Council

1 NOVEMBER 2011

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