

Holme Valley Parish Council

MINUTES OF THE PUBLICATIONS AND COMMUNICATIONS COMMITTEE HELD ON MONDAY 14 APRIL 2008 -

Those present :

Chairman : Cllr J M Greenwood

Councillors : Cllr Mrs R Bratt, Cllr T W Dixon, Cllr C M Kaye, Cllr Mrs B E Smith

Officers : Mrs S S Barber, Mrs E Hirst

Ms Sandie Marshall, Editor of the Holme Valley Echo, was present in connection with item 2 on the agenda.

Cllr C M Kaye was present in his ex-officio capacity as Chairman of the Council.

Cllr Mrs J Roberts was present as an observer.

In the absence of the Chairman at the onset of the meeting it was proposed and seconded that Cllr T Dixon be Chairman.

To accept Apologies for Absence

An apology was received from Cllr B A Smith.

Cllr. Greenwood apologised for his late arrival. He took the Chair for the remainder of the meeting.

07 46 Publications and Communications

The Chairman introduced Sandy Marshall, Editor of the newly launched Holme Valley Echo and welcomed her to the meeting. Ms Marshall indicated the anticipated launch date for the Holme Valley Echo would be 1 May 2008. It would be a tabloid paper with 16-20 pages incorporating full colour; distributed once a fortnight and would be free of charge at the point of delivery. It was hoped funding would be covered by advertising costs. Ms Marshall gave further details of the proposed content of the paper and how it would be delivered to homes and businesses. There had been very positive feedback from the community. She had a small office in Daisy Lane, Holmfirth and supplied contact numbers, as appropriate.

The Members discussed the possibility of the Council placing a notice for the Annual Parish Meeting in the first edition of the Echo.

RESOLVED: (1) That Ms Marshall be thanked for attending the meeting and for the information supplied

(2) That an advertisement for the Annual Parish Meeting be placed in the first edition, if this meets legal requirements re timescale, by the copy deadline of 29 April 2008.

07 47 To consider whether items on the agenda should be discussed in private session

It was agreed that no items required to be considered in private session.

07 48 To receive Members' declarations of interest in items on the agenda

None were given.

07 49 To accept the Minutes of the Previous Meeting

RESOLVED: That the Minutes of the meeting held on 5 December 2007 numbered 07 33 - 07 45 inclusive be received and adopted as a true record of the meeting.

Holme Valley Parish Council

07 50 Parish Website

- Website developments - The Website Editor, Cllr Mrs Bratt reported as follows:

- (1) Archiving of previous articles

RESOLVED: That archived articles should remain accessible on the website, with no two-year cut off period.

- (2) Online polling facility - future questions were suggested as follows:

Should the Holme Valley become a plastic bag free zone? Should the Christmas lights be left up all year? Should secondary school pupils be allowed off site at lunchtime?

- RESOLVED:
- (1) That each online poll should run for four weeks.
 - (2) That archived results from previous polls be available on the website.
 - (3) That investigations be made into the use of a discussion forum on the website.

07 51 Quarterly Newsletter

Members considered the content for the next edition of the newsletter, due to go to print on 2 June 2008. Articles to include:

- (1) Wheelie bins - a plea not to block pavements
- (2) Cllr Bellamy as incoming Chairman - short article and photograph
- (3) Footpaths around Brownhill Reservoir (subject to Yorkshire Water supplying the necessary electronic copy)
- (4) Councillor profiles (Cllr Mrs B E Smith, Cllr Mrs M Walker and Cllr K Smith)
- (5) Grant recipients - reports

Royal Mail had been booked for the distribution of this newsletter in July, and consideration was given to future distribution, including distributing with the Echo once it has become established.

- RESOLVED:
- (1) That the Clerk should contact Yorkshire Water regarding the footpath closures around Brownhill Reservoir and information appropriate for the newsletter and website; the Clerk to explore with Yorkshire Water the possibility of a financial contribution.
 - (2) The Deputy Clerk to book the appropriate Royal Mail distribution dates.

07 52 Annual Report

The content and deadline for the Annual Report 2007/08 were discussed and agreed. This would be in the usual format with each Committee Chairman being asked to provide a short article (250 words) on the work of the relevant Committee in the year 2007-08; the Chairman of the Council providing an overview of the Council's year.

- RESOLVED: That the Annual Report includes the following -
- (1) Each Committee Chairman to write a 250-word article on Committee activities throughout the past year; the Clerk to remind Chairmen and request reports by the end of April 2008.
 - (2) The Chairman to supply his report after perusal of the Committee reports.
 - (3) Councillor details in full.

07 53 Freedom of Information Act 2000 - to agree what information will be made available to the public

RESOLVED: That, under the Council's Publication Scheme, supporting papers for any item within the public session of the meeting, be made available, if requested, after approval of the minutes by the full Council.

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Chairman