

# Holme Valley Parish Council

## MINUTES OF THE PUBLICATIONS AND COMMUNICATIONS COMMITTEE HELD ON WEDNESDAY 18 FEBRUARY 2009 -

Those present :

Chairman : Cllr T W Dixon

Councillors : Cllr Mrs R Bratt, Cllr B A Smith

Officers : Mrs MA Bewick

### **To accept Apologies for Absence**

An apology was accepted from Cllr. Greenwood. In the absence of the Chairman, Cllr. T. Dixon, as Vice Chairman, took the Chair for the meeting.

### **08 24 To consider whether items on the agenda should be discussed in private session**

It was agreed that no items on the agenda required to be taken in private session.

### **08 25 To receive Members' declarations of interest in items on the agenda**

None were given.

### **08 26 To accept the Minutes of the Previous Meeting**

RESOLVED: That the Minutes of the meeting held on 12 January 2009 numbered 08 17 - 08 23 inclusive be received and adopted as a true record of the meeting.

### **08 27 Quarterly Newsletter**

(1) Spring 09 newsletter - the Editor reported on articles already received or awaited. The Clerk also reported that YW had agreed to make a further financial contribution to the costs of production and distribution of the newsletter, as further information about the works to reservoirs at Digley and Riding Wood would be included.

RESOLVED: (1) That the Editor's report re progress and content for the next newsletter be noted and approved

(2) That the Clerk be asked to chase up the articles still awaited for the newsletter

(3) That the agreement with YW to provide a financial contribution be noted and approved

(4) That, as agreed previously, final approval of the newsletter be obtained electronically.

(2) As requested by full Council, Members considered possible options for distribution of the Council's newsletter, and the option of booking distribution dates with Royal Mail for up to two years in advance at the current price. Whilst it was accepted that this tied the Council into a contract with Royal Mail, it was not felt that other alternatives currently on offer met acceptable levels of delivery. It was felt preferable by all Members of the Committee to take advantage of such cost savings through Royal Mail, and review the position again well before the end of this new contract for distribution.

RESOLVED: (1) That, using delegated powers within the remit authorised by the Council, the Clerk be instructed to enter into as many distribution bookings as the offer from Royal Mail will allow

(2) That distribution options be reviewed again twelve months' before the final booking arranged with Royal Mail, and all alternative options be revisited at that time.

### **08 28 Publications and Communications**

Members had been circulated with comments on this consultation by Cllr. Mrs. Bratt. Members were happy with the comments she had made but agreed to review the paper individually, and to submit any further amendments or additions to Mrs. Bratt's comments to the Clerk within the next week.

RESOLVED: (1) That Members of the Committee will submit any further comments on this consultation paper to the Clerk before the end of February 2009

(2) That the response, as amended if necessary, be submitted in relation to the Consultation on Recommended Practice on Local Authority Publicity, in time for the due deadline.

**08 29 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**