

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Newsletter committee Meeting held on Tuesday 20th August 2019 at Tonmawr Community Centre at 5:00 p.m.

- 1 Present:** Chairperson – Cllr. Christopher Jones
Cllr Lisa Hawkes, Cllr Patrick Davis, Cllr Janice Evans,
In attendance: The Clerk: Mr David S Mackerras
Apologies: None.
Member/s of Council attending as observers : Cllr Diane Evans
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- 2 Declarations of Interest**
Nothing declared.

- 3 To consider recommending to Full Council that the name of this committee should be changed to ‘Community Engagement and Communication committee’, to better reflect its intended wider role.**
Proposed by Cllr Pat Davis, seconded by Cllr Chris Jones with all Members of the committee in favour that a recommendation will be made on 4th September to the Full Council meeting for the name of this committee to be changed to the ‘Community Media Engagement committee’. This will better reflect the intended future role of this committee: which is to manage the Community Council Website; to set up and manage the Community Council Facebook page; and to produce regular newsletters for the community.

- 4 To discuss setting up a Pelenna Community Council Facebook page**
Cllr Chris Jones and Cllr Pat Davis agreed to set up the Facebook page. They will meet on 29th August to commence the work.

5 To discuss the proposed content of the Pelenna Facebook page, and in particular in relation to the Christmas tree project 2019

It was agreed that an introductory page will be set up which will introduce Members of Council.

A link to the Facebook will be set up on the website.

Details of intended Seasonal festivities including Christmas Trees will be added to Facebook including tree locations, with an opportunity for additional ideas to be received from the public.

It will also be announced that it is hoped also to provide Merry Christmas signs at prominent locations in both villages.

6 To determine the way forward in maintaining Pelenna Community Council website

It was proposed by Cllr Chris Jones, seconded by Cllr Lisa Hawkes with all committee members in favour that the following actions to update the website should be put in place:

- Clerk to report progress to Newsletter (Community Media Engagement committee) on a regular basis.
- Clerk to arrange refresher website maintenance training by 4th September 2019.
- Councillor list and committee membership to be updated by 4th September 2019.
- Minutes for Full Council meetings 2018 and 2019 to be uploaded to website by 30th September 2019.
- Clerk to pass on his newly acquired knowledge in website maintenance to Cllr Chris Jones and Cllr Pat Davis. This is intended for emergency backup only and will be refreshed periodically.
- A further meeting of Newsletter (Community Media Engagement committee) to be arranged for a date prior to 30th September.

Chair

Meeting closed at 7:00pm.