

**CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE COMMUNICATIONS COMMITTEE**

**HELD ON WEDNESDAY 18TH OCTOBER 2023 AT 7.00PM AT CLAYTON-LE-
WOODS PARISH COUNCIL OFFICE/MEETING ROOM, 239A PRESTON ROAD,
CLAYTON LE WOODS, CHORLEY, PR6 7PY**

PRESENT: Councillor Mr P Gabbott
Councillor Mr S Lowe
Councillor Mr N Whitham
Councillor Mr A Balderstone

IN ATTENDANCE: Mrs L Gallagher (Administrative Officer- AO)

	ACTION
<p>23.26 APOLOGIES</p> <p>It was RESOLVED to accept apologies from Cllr A Willis.</p>	
<p>23.27 DECLARATION OF INTEREST</p> <p>There were no declarations of interest.</p>	
<p>23.28 APPROVAL OF MINUTES DATED WEDNESDAY 6TH SEPTEMBER 2023</p> <p>It was RESOLVED to approve the minutes of the meeting held on Wednesday 6th September 2023 as correct record.</p>	
<p>23.29 SOCIAL MEDIA/WEBSITE UPDATE</p> <p>The Report from the AA on social media engagement figures was received with thanks.</p>	
<p>23.30 WINTER NEWSLETTER</p> <p>The members read through the draft and some minor amendments were made.</p> <p>The AO confirmed she will forward final amendments to Green Man Marketing on 19th October.</p>	AO
<p>23.31 BUDGET 2024/25</p> <p>The members RESOLVED for the Publicity budget to remain the same as 2023/24.</p>	

The members RESOLVED to reduce the budget for ICT from
by £200.00.

The members RESOLVED to increase the budget for the
newsletter by £500.00

The AO advised she will forward the amendments onto the
Clerk by email on 19th October.

AO

23.31 DATE OF NEXT MEETING

The date of the next meeting will be to be confirmed.