

**CLAYTON-LE-WOODS PARISH COUNCIL**  
**MINUTES OF THE COMMUNICATIONS COMMITTEE**  
**HELD ON TUESDAY 27<sup>th</sup> MARCH 2018 AT 8.00PM**  
**AT CHORLEY BUSINESS CENTRE**

**PRESENT:** Councillor G Ormston (Chair)  
Councillor C Billouin  
Councillor D Rogerson  
Councillor A Whitham

**IN ATTENDANCE:** Mrs TD Morris (Clerk)

	<b>ACTION</b>
<p><b>18.01 APOLOGIES</b></p> <p>Apologies were received from Councillors J Cronshaw and S Fenn.</p>	
<p><b>18.02 DECLARATION OF INTEREST</b></p> <p>Councillor A Whitham declared that she was a friend of Cuerden Valley Trust.</p>	
<p><b>18.03 APPROVAL OF MINUTES DATED 5<sup>TH</sup> DECEMBER 2017</b></p> <p>It was <b>RESOLVED</b> to approve the minutes of the meeting held on 5<sup>th</sup> December 2017 as correct record, which were duly signed by the Chair.</p>	
<p><b>18.04 MATTERS ARISING</b></p> <p>There were no matters arising.</p>	
<p><b>18.05 PARISH WEBSITE</b></p> <p>The members discussed the status of the website. It was agreed that there would be no expansion of the content at the present time.</p>	
<p><b>18.06 SPRING/SUMMER 2018 PARISH NEWSLETTER REVIEW</b></p> <p>It was noted that the newsletter would be due to be distributed during early April 2018. The newsletter had been set and printed by JCB which had produced the previous issues. RCD</p>	

Distribution were due to deliver the newsletter under a solus delivery arrangement.

It was planned that there would be an opportunity for advertisements in the newsletter and part of the role of the Project Officer would be to bring in advertising revenue. It was noted that there would need to be a fine balance between advertisements and overall content.

**18.07 PROVISION OF IPADS FOR USE BY COUNCILLORS**

There was a proposal to provide an Ipad to those parish councillors who required them for their duties.

It was agreed that the proposal be tabled at the next Full Parish Council meeting.

**FPC**

**18.08 CONFIDENTIAL ITEMS**

There were no items that were deemed confidential.

**18.09 DATE OF NEXT MEETING**

The date of the next meeting is to be arranged.