

CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE COMMUNICATIONS COMMITTEE
HELD ON MONDAY 12TH OCTOBER 2015 AT 7.00PM
AT CLAYTON GREEN LIBRARY

PRESENT: Councillor J Cronshaw (Chairman)
Councillor C Billouin
Councillor S Fenn
Councillor G Ormston
Councillor D Rogerson

IN ATTENDANCE: Mrs TD Morris (Clerk)

	ACTION
<p>15.18 APOLOGIES</p> <p>Apologies were received and accepted by Councillor M Cullens.</p>	
<p>15.19 DECLARATION OF INTEREST</p> <p>There was no declaration of interest.</p>	
<p>15.20 APPROVAL OF MINUTES DATED 14th SEPTEMBER 2015</p> <p>It was RESOLVED to approve the minutes of the meeting held on 14th September 2015 as correct record, which were duly signed by the Chairman.</p>	
<p>15.21 MATTERS ARISING</p> <p>Newspaper Publicity Councillor J Cronshaw reported that she now had a contact via Chorley Council to the Chorley Guardian and it was hoped that in future events could be publicised in this way.</p>	
<p>15.22 PARISH NEWSLETTER</p> <p>After due discussion it was proposed to have all the outstanding articles submitted by 2nd November 2015. The proposed newsletter publication date would be on 9th November 2015.</p>	

There would be a working group consisting of Councillor G Ormston, Councillor C Billouin along with the Clerk who were given the task of drawing the newsletter together for publication.

15.23 PARISH WEBSITE

The Clerk informed the meeting that she had contacted the web hosting company to temporarily close the website whilst holding onto the website address until the revamped website could be uploaded.

It was agreed that there would be a focus on the new website in the new year.

15.24 PLANS FOR ANNUAL PARISH MEETING 2016

There was a lengthy discussion regarding the importance of community involvement in the next parish meeting.

‘Come and See What Goes On in Your Parish’

One key proposal was to request that selected groups that were sponsored or received donations over the previous year come to discuss their projects. The location could be within the extended Village Hall in Clayton Brook so refreshments could be served.

This would be an agenda item at the next committee meeting.

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15.25 PUBLICITY

As stated in matters arising.

15.26 DATE OF NEXT MEETING

The next scheduled meeting was agreed to be held on Monday 11th January 2016 at 7.00pm at Clayton Green Library.