

SOUTH BRENT PARISH COUNCIL

Minutes of a meeting of the Media Committee held on 3 December 2012 at 7.30 p.m. in the Old School Centre, South Brent.

The Chairman welcomed everyone to the meeting.

Open Forum: None.

MC 1-12-12 Record of members present

Cllr Greg Wall in the Chair; Cllrs John King, Glyn Richards, John Summers and Donald Wiseman were present; Julia Willoughby Clerk to the Council was in attendance.

MC 2-12-12 Apologies for absence

Cllr John Rawlinson had sent apologies.

MC 3-12-12 Declarations of interest

None.

MC 4-12-12 To consider the granting of dispensations

None.

MC 5-12-12 Public participation

No members of the public were present.

MC 6-12-12 Confirm the minutes of the last meeting, and report any matters arising

The minutes of the meeting held on 17 September were confirmed and signed. A budget line of £2,000 for Media in 2013-14 was included in discussions by the Finance Committee.

MC 7-12-12 Arrangements for the collection and delivery of this newsletter

Mrs M Hewitt has offered to distribute the December newsletter to homes outside the village which are usually posted, with the traders' calendar; this offer will be gratefully accepted (the Editor will check the exact area). The print run of 1400 is no longer sufficient, so it was agreed that 1450 newsletters should be printed.

MC 8-12-12 Finalise content of the December newsletter

The Chairman thanked Cllr Glyn Richards for producing this superb edition of the newsletter.

MC 9-12-12 Review the Freedom of Information policy

The Committee recommends that **the Fol Policy is amended to include the achievement of Quality Status and the Council's PO Box address.**

MC 10-12-12 Should the Council sign up to the Devon Community Directory website

www.directory.devon.gov.uk

The Committee recommends that **the Parish Council signs up to the Devon Community Directory website.**

MC 11-12-12 SHDC may be offering a hosted website available in spring 2013

Cllr Mark Copleston attended an SHDC cluster meeting when it was suggested that a standard template website may be offered to all parishes in the South Hams, hosted by SHDC. Further news of this will be eagerly awaited, with the aspiration that each Committee will take responsibility for its area of work.

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MC 12-12-12 Review the Parish Council website

This will be deferred until it is clear what SHDC can offer (above).

MC 13-12-12 Any other relevant matters and date of next meeting

The clerk advised that she will collate a timetable of meeting dates for all Parish Council Committees for the coming year.

The next meeting is scheduled for 18 February.

The meeting closed at 7.55 p.m.

DRAFT