

**Minutes of the Communications Committee
held on Tuesday 25th April 2023
commencing at 6.30pm
at the Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

It was agreed that Cllr Fraser would Chair the meeting

89/22 Members Present

Cllr V Dixon
Cllr T Frazer
Cllr F Mensah (6.58pm)
Cllr Z Osman
Cllr M Petchey

In attendance

P Sullivan, Deputy Clerk

90/22 Apologies for Absence

Cllr B Greenwood – personal commitment
Cllr C Odunewu – personal commitment

91/22 Declarations of Interest

None

92/22 Members of the Public Present

None

93/22 Minutes of the Meeting held on the 28th March 2023

The Committee approved the minutes of the meeting held on 28th March 2023.

94/22 Public Involvement – Deputations, Petitions and Questions

None received.

95/22 Councillor Surgeries

The Committee discussed the merits of introducing online surgeries and it was agreed to recommend to Council that the Deputy Clerk would look at the technical logistics and format with a view to commence in September, allowing time to advertise in the next edition of Homeground. It was also agreed that the format would allow for questions to be submitted in advance as well as some time allowed for questions on the day, with the understanding that an immediate response may not be possible.

96/22 Committee Programme & Priorities 2023/24

- i. Developing a communications strategy – The Deputy Clerk reported that a draft questionnaire had been received from Breakthrough Communications and a provisional date, 13th June 6.30-9pm, had been suggested for the workshop. The Deputy Clerk will circulate the date to councillors and staff and confirm in due course. The questionnaire will be circulated approximately two weeks prior to the workshop to give Breakthrough time to analyse the responses and use the information in the workshop. All responses will be anonymous.

- ii. New Website and logo redesign – The Deputy Clerk reported that we await a proposal from the current developer, once this is received all proposals will be submitted to the Committee for recommendation to Council.

With regards to the logo redesign, it was felt that it is important to get this confirmed as soon as possible. Elements of the logo will inform the look of the new website. It was agreed that the Deputy Clerk circulate some examples of graphics via email for the Committee to consider so that we may develop a detailed brief to submit to a designer. At least two of the web developers that are submitting proposals for the new website offer a design service which includes new logo redesign.

97/22 Homeground

The Committee considered and approved the draft articles for the next edition (May) of Homeground magazine, with the addition of an advert for the Fishermead 50.

98/22 Date of Next Meeting
Tuesday 30th May 2023.