

## EDGMOND PARISH COUNCIL

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### COMMUNICATION COMMITTEE

MINUTES of the meeting held on **Wednesday 29<sup>th</sup> March 2017** in Edgmond Village Hall at 6.30pm.

Present:

Councillor R Higginson  
Councillor G Jones  
Councillor P Doherty  
Councillor M Barton  
Councillor D Ryan  
Councillor P Hughes

In attendance: Katrina Baker (Clerk)

**C2017/61 Welcome**

The Chairman welcomed all Members and thanked them for attending.

**C2017/62 Apologies**

None

**C2017/63 Declarations of Interest**

None

**C2017/64 Minutes of the meeting held on 8<sup>th</sup> December 2016**

It was proposed by Councillor G Jones and seconded by Councillor P Doherty, all were in favour and it was

<b>RESOLVED that the Minutes of the meeting held on 8<sup>th</sup> December 2016 be signed by the Chairman as a true record.</b>
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**C2017/65 Matters Arising from the Minutes, for information**

a) Annual Parish Meeting

This takes place in the Main Hall at the Village Hall on Tuesday, 11<sup>th</sup> April 2017 at 7pm. Whilst the format is standard, additional invitations have been sent out this year to encourage a better attendance and to give local groups and organizations an opportunity to give a report to the community via this meeting.

Members listed groups and organizations that would be invited, if not already done so.

b) Website

It is still a little disappointing that only 36 residents have registered on the website to receive the notifications of news items.

It was agreed that a flyer could be produced to promote the website and include a competition to encourage people to register. These would be made available at the APM and also at the Village Hall event on 14<sup>th</sup> May. The flyers would be produced as 6 to an A4 sheet and could be produced on thin card, printed on two sides. They should include logos and pictures so that they are catchy and attractive, not just written words.

Members agreed that the new format is more user-friendly and easy to navigate, even on a mobile phone or tablet. This should encourage more use, too.

Councillor Ryan suggested the inclusion of a calendar that anyone can update in order to prevent village organizations from having meeting clashes, however, it was felt that this would be difficult to achieve and manage.

c) Magazine

Members would continue to take it in turns to write the articles for the magazine, taking the opportunity to introduce themselves within the first paragraph. It should be remembered that this does not need to be long or complicated but catchy and informative.

d) Noticeboards

The noticeboard at Shrewsbury Road is well used. It does, however, need some work to the roof which Cllr Higginson would take a look at.

Councillor Ryan informed the meeting that the Marsh Road noticeboard needed new Perspex.

## **C2017/66      Communication Protocol**

Members had not had an opportunity to monitor the protocol so it would be deferred until a future meeting. However, in recent weeks, it had become clear that the Parish Clerk should liaise direct with some members of the community, especially relating to specific projects in close proximity to houses.

Members are aware of the need to be aware of possible misinterpretation and therefore always act with clarity based on the decisions of the Council.

## **C2017/67      Working with the Community**

a) Liaison with Outside Representatives

The reputation of Edmond Parish Council can be enhanced by a closer working relationship with other groups, organizations and outside representatives.

The Parish Council has achieved much in recent years and this is to be congratulated.

Keeping the community informed is important, but also listening to their ideas and working with them in partnership is equally important.

b) Nextdoor Edmond

This is a useful tool to communicate and share information with other local residents. However, Members did not feel it appropriate for the Parish Council at this time.

## **C2017/68      Parish Logo**

The Parish Council will liaise with the school and HAU regarding the design and creation of a Parish Logo.

**C2017/69      Any Other Business**

a) Appreciation

Thank you letters will be sent to local residents who have helped in recent weeks with projects throughout the Parish.

There being no further business, the Chairman closed the meeting at 7.40pm.

Signed .....Date .....