



Stainland and District Parish Council 2nd Events & Communications Committee Agenda

1st November 2019

Notice is hereby given that the 2nd Events & Communications Committee meeting of Stainland and District Parish Council will be held on in Stainland Library on Thursday 7th November 2019 at 6.30 pm for the purpose of transacting the following business.

Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation

J Goldthorpe (Clerk)

	Item
19.EC2.1	Apologies and Reasons for Absence and Lateness To receive apologies and approve any reasons for absence presented to the Council
19.EC2.2	Public Participation Session
19.EC2.3	To receive Parish Councillors' declarations of interest.
19.EC2.4	To accept the minutes of the 1 st Events & Communications Committee meeting of Stainland and District Parish Council held on Wednesday 2 nd October 2019 a) for the Chair to sign & date the previous minutes
19.EC2.5	To discuss what the Parish Council wishes to communicate, to whom, how often, with what objectives etc and what channels should be used to do that
19.EC2.6	To ensure the Parish Council meets the Public Sector Bodies (websites & Mobile Applications) Accessibility Regulations 2018.
19.EC2.7	To discuss changing the website hosting company
19.EC2.8	To review the website and social media content and use and possible areas for development
19.EC2.9	To consider obtaining lanyards / name badges / t shirts to help identify Parish Councillors at public events
19.EC2.10	To consider compiling a list of possible regular local events and national important dates that the Parish Council could host, promote or support.
19.EC2.11	To revisit the placing of an external sign for the Parish Council on the library building.
19.EC2.12	To discuss the development of a Statement of the Parish Council's aims, objectives, responsibilities, priorities & activity programme for the both the Parish Council and individual committees.
19.EC2.13	To discuss a possible Christmas film event
19.EC2.14	To receive an update on potential venues for future meetings
19.EC2.15	To discuss a possible family event to be held in the Park next year
19.EC2.16	To consider the requirement to provide Risk Assessments for upcoming activities.
19.EC2.17	To agree Agenda items for the next meeting
19.EC.181	To agree a date and time for the next meeting