



Broadclyst Parish Council
GROWING OUR COMMUNITY

19 New Buildings
Broadclyst
Exeter

Tel: 07532 286713

www.broadclyst.org

Present: Broadclyst Parish Council COMMS Committee
Members: Cllr Gent (Chairman), Judy Ferrier, Clare Ratcliffe,
In attendance: Clerk
MOP: 0

Members of the Press and Public were welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2)

There was a meeting of Broadclyst Parish Council's Comms Committee on Tuesday 10th July at 14:00hrs at Sports Pavilions, Holly Close, Broadclyst, for the purpose of transacting the following business:

Comms Minutes (draft)

C18/01 APOLOGIES

The Committee resolved to accept apologies from Cllr Bromley

C18/02 DISCLOSABLE PECUNIARY INTEREST

There were no Interests declared

C18/03 PUBLIC QUESTIONS

There were no public questions on items on this Agenda.

C18/04 ELECTION OF CHAIRMAN AND CONFIRMATION OF COMMITTEE MEMBERS

This is the first meeting of the 2018/19 year. Cllr Gent stood down as Chair; the Clerk invited nominations for Chairman. Judy Ferrier nominated Cllr Gent, Clare Ratcliffe agreed; there were no other nominations received. Cllr Gent thanked the committee for its nomination and accepted the post as Comms Committee Chairman for 2018/19.

C18/05 BROADSHEET

i. Article submission/publication policy

A discussion took place around the inclusion of articles which report one side of an argument. It was agreed that future controversial articles be debated between Committee members to inform the decision if to include articles or not, with liaison with authors before any edits or exclusions are made.

ii. General Broadsheets update

Feedback on the latest editions has been positive, with appreciation for the suffragettes coverage and the work of the Guides.

iii. Future articles

The following articles were suggested for future editions:

Crabhayes milk direct from farm (CR); Retirement of Dudley Westlake from The 8 Men

of Broadclyst (HG); Fun Day (AH); National Trust; Broadclyst Community Primary School; Strategic sites update (AH); Trees article (potentially via the Neighbourhood Plan).

It was agreed to allocate quarter of a page per edition to Broadclyst Church to promote its work and Church services.

iv. **Deadlines – enforcement?**

Deadlines for the Autumn edition is 20th July; it was agreed the 6-week deadline is the minimum it should be. There are occasional issues with articles coming in late or close to the deadline which brings layout challenges. Judy does remind contributors well in advance of the deadline, with mixed success.

v. **Size of print run for next 2 editions and budget check.**

The Summer edition was 2,200 which resulted in less than 1 box leftover, so it was agreed to keep the print run at 2,200 for the next couple of editions. The current expenditure in 18/19 to date has been £1,124 spend from a budget of £4,500, which is a 25% spend at end of first quarter.

vi. **Sponsorship/Advertising**

The Clerk and Editor run through which adverts are to go in when setting out each edition. Sponsorship is good, with new adverts coming in and few dropping off.

vii. **Distribution.**

For the main part distribution works well with a few minor problem areas as well as the new strategic sites. It was agreed to run an advert for new distributors, with financial compensation for mileage available – **Action:** Clerk to design.

C18/06 SOCIAL MEDIA

It was noted that the Hillside Gardens Facebook page (administrated by residents) has proven an invaluable way for the Clerk to liaise with residents. The Committee considered other ways to engage with residents on new developments in the parish as they come forward. It was agreed to look at preparing a welcome/introductory booklet/pamphlet containing local information. This would be delivered with the Broadsheet on a quarterly basis. **Action:** Clerk to progress

C18/07 CLOSE OF MEETING

The meeting closed at 15:15hrs

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST