

BROADCLYST PARISH COUNCIL

COMMUNICATIONS COMMITTEE MEETING MINUTES

To: Broadclyst Parish Council Communications Committee Members:

Cllrs Keeping (Chair), Fernley, L Straw, Boyles, non-councillor members, Clare Ratcliffe.

For Information: Broadclyst Parish Councillors, District and County Ward Members, Press and Public.

Communications Committee Members were invited to attend a **Communications Committee** meeting of Broadclyst Parish Council on **17th October 2025** at **13:00pm** in the **Broadclyst Sports Pavilion**, Holly Close, Broadclyst, EX5 3JB the for the purpose of transacting the following business:

AGENDA INDEX

C25/10/01 Attendance	2
C25/10/02 Disclosable Pecuniary Interest.....	2
C25/10/03 Minutes	2
C25/10/04 Broadsheet	2
C25/10/05 Website	3
C25/10/06 Noticeboards	3
C25/10/07 Social Media	4
C25/10/08 Close Of Meeting.....	4

MINUTES (Draft)

The meeting opened at 13:02hrs

C25/10/01 ATTENDANCE

- i. Councillor Record of **Attendance**:
Cllrs L Straw (Chair), Boyles and Veliyeth
Councillor **Apologies**:
Cllrs Keeping and Fernley
- ii. Non-Councillor Record of **Attendance**:
Gemma Cole (Officer)
Non- Councillor **Apologies**:
Clare Ratcliffe

C25/10/02 DISCLOSABLE PECUNIARY INTEREST

There were no new DPs or requests for dispensation made to the Clerk or Assistant Clerk.

C25/10/03 MINUTES

The Communications Committee received, and resolve to approve as a correct record, the draft minutes of the Communications Committee meeting on 18th July 2025.

Proposed by Cllr L Straw, seconded by Cllr Veliyeth to approve the draft Minutes as a correct record.

Vote: Unanimously supported.

Resolved: that the draft Minutes from 18th July 2025 be approved as a correct record of the meeting.

C25/10/04 BROADSHEET

- i. General Broadsheet update including any feedback from parishioners on the Autumn 2025 edition.

Feedback has been overall positive.

- Noted parishioner feedback towards lack of Tithebarn coverage, despite being present on the front page. GC raised that this is due to limited input from Tithebarn Residents (and Association) and lack of news available in general (as still a new community). Call for articles to be listed in the next edition, along with TRA being requested for input. Use of "Broadclyst" to be considered for rewording such as "community" or "parish" where possible.
- Parishioners have contacted Councillors, after reading articles in the latest edition (Pavement Campaign) and have raise issues within the parish.
- Gracey Court residents provided positive feedback during a recent meeting.
- Font size to main banner to be increased (covering areas of the parish)
- It was raised whether all numbers on the back page are needed – GC to review.

- ii. Suggested articles for future editions

- "What is Broadclyst" – article and map explaining the areas that make up the parish – FRONT (unless something Christmasy comes up!)
- Call for articles – each area of the parish being chosen for a £25 prize for entry – adults and children may enter. AV to arrange for sponsorship request. Budget allowance may be possible if not (to be investigated).
- Team created page (youth groups) where page is designed by the group - £50 towards group to be awarded for participation. AV to arrange for sponsorship request. Budget allowance may be possible if not (to be investigated).
- Litter pick report
- Repair café update
- Clyst Vale
- Church
- Primary Schools
- National Trust

- Gardening for Wildlife
 - Hele - Village of 3 parishes
 - Walk of the Edition (part 2 of 2)
 - Station Road SANG (Spring)
 - Traffic Campaign (Liz)
 - YMCA
 - Pantomime
 - Net Ninja
 - Council Table - ST
 - Meet the Councillor – Alwyn Veliyeth and Liz Straw for this edition
 - Map of children and youth groups within the parish
 - Thanks to Henry Gent (Angie)
 - TRA Christmas update
 - Christmas Crossword
 - Clerk's Report to include a high level of LGR
- iii. Advertisements
- The following was discussed
- It was agreed to keep the advertising level as is, as the balance of adverts and articles is good
- iv. Current Distribution
- The latest edition printed 3,700 copies, with minimal copies appearing to be spare or surplus. Further copies will be required as and when further developments are completed.
 - Continue to liaise with TRA and volunteers to confirm required copies for distribution.
 - Good coverage and level of volunteers within the Tithebarn community.
 - It was agreed to maintain the budget allocation for 2026/2027 to match that of last year (£8,500). This allows for additional copies needed for development areas and buffer for advertising revenue.
- v. Distribution challenges and solutions
- There is a gap in the distribution for Blackhorse. Officers to continue to work on getting a replacement for this area.

C25/10/05 WEBSITE

- i. AV advised that a booking calendar for Broadclyst Sports Pavilion is in the pipeline for the website, along with updates for the website platform, that are being requested from Exe Squared. Meeting due to take place on Friday 24th October.
- ii. No further amendments or suggestions were made for website content.

C25/10/06 NOTICEBOARDS

- i. A standalone noticeboard is in the process of being added to the main square, in the Local Centre area at Tithebarn. Costings to be presented to the Finance Committee and progressed from there.
- ii. Broadclyst Primary School are being asked whether they would agree "in principle" to a noticeboard on the railings to the end of School Lane (as per School Traffic, Mobility and Environment Working Group actions). Request to be raised with full council for discussion if a positive response is received.

C25/10/07 SOCIAL MEDIA

- i. Facebook
 - a. Social Media Campaign due to take place involving school traffic/mobility to the start of 2026.
 - b. Request for volunteers raised as a possibility, if requested from other areas of the village. This is in relation to the Surgery/Day Centre/Gracey Court being asked to keep their paths clear of slip hazards (leaves and nuts). All locations to be encouraged to keep their entrances and surrounding areas clear, with the offer of trying to find help to assist with this, if needed.
- ii. Instagram
 - a. No updates
- iii. X (previously Twitter)
 - a. No updates

C25/10/08 CLOSE OF MEETING

The meeting closed at 14:45hrs.

Signed:

Print:

Date:

ALL DOCUMENTS AVAILABLE IN LARGE PRINT