

Communications Group Agenda 13th August 2020 – 4.00PM Virtual meeting

AGENDA ITEMS

Attendees Cllrs Jose Castro (Chair), Paddy Riordan, Zara Rawlinson, David George, Peter Spearink.

1. **Apologies** n/a (all present)
2. **Approval of minutes of previous meeting 29th April 2020 – 7.00PM Virtual meeting (rescheduled from 12th March)** APPROVED

- 3.1 **Councillor Declarations** NONE
- 3.2 **Declarations of interest** NONE
- 3.3 **Granting of dispensation** NONE

4. **PC Website**

- a. Accessibility:

JC explained that Jean (office) is asking for backing and support for the changes that the website will need to go through to comply with accessibility laws. Still in the middle of the process of assessing these changes. There is a Health Check scheduled for Tuesday 18th at 10am. JC will attend it (PR expressed the willingness to attend it, too, depending on availability). From this health check, Jean will write a plan and will coordinate with JC in case the Communications Group can help. Councillors expressed the opinion that no major change is needed in the website and that will be backing the office for any change that need taking place in relation to adapting the website to make it fully accessible.

- b. Facebook page

JC made the group aware that Jean would like to be informed when things are published in the PC Facebook Page so that she is aware and able to respond to residents if contacted. The website has not got many visitors but the volume of traffic increases when events take place in the village. PR expressed the desire to increase the number of visitors and linking it more in social media will help.

- c. Youtube

JC explained that some residents don't have a Facebook account and that a youtube account will help to reach these residents as well as helping with organising the content in channels. JC will create a PC Youtube video account with different channels. The Chairman's video reports and other events will be uploaded to this account. This way the PC website can link or embed these videos, promoting the PC website and reaching a wider audience.

- d. Pictures necessary for updating the website

Jean would like photos for the front page of the website which is being remodelled. Members will pass some photos to the office.

5. **Social Media**

- a. Twitter / Instagram

Accounts are in place. It is time now to create content. ZR to distribute the login and password. The main focus is young people. Some activity is taking place already (Phone box, Sainsbury's). Ideas of

content: Surrenden play park area, Skate park. Anything or anybody that can help to involve kids will be welcome to contribute.

The idea of creating a Young Council came up. PS mentioned that we did not succeed in the past but we are confident that ZR is the right person to motivate and encourage youngsters. JC mentioned that Su Adams (Resident and volunteer for the SEHT) would possibly suggest ideas or get occasionally involved. She is a very busy person but it is her area of expertise and may want to get involved.

b. YouTube account.

As mentioned in 4.c

6. Village Update

Discussion on articles that could be prepared for the coming issue:

Chairman's Report (PR)

Street names (PS)

GSG (DG)

Defibrillators (JC)

Medals (PR)

Road safety (Malcolm)

Change of Clerks (Joan Buller) (JC to ask her for help and to ask the former Chairman for information). This should be the Front Page.

New Councillor (JC – pass it through SM)

Neighbourhood group review plan (Robin Oakley)

Jubilee Field needs you (PR)

Awareness of Instagram, Twitter and Youtube accounts and putting everything together(ZR)

JC encouraged writers to link their articles to websites to expand the information. For example the WW1 Medals' article could be linked to the websites that refer to these medals, the history of the medals, the history behind the person awarded the medal or indeed websites that inform about WW1. JC to change these web addresses into QR codes that can be easily displayed and accessed.

Deadline for submission to ZR> Wednesday 19th.

7. **AOB** NONE

8. **Next meeting date** 24TH September (Date to be confirmed when we confirmed if it will still be a virtual meeting)