

CLAYTON-LE-WOODS PARISH COUNCIL

**COMMUNICATIONS COMMITTEE MEETING
WEDNESDAY 7TH SEPTEMBER 2022 AT 7.00PM AT CLAYTON-LE-
WOODS PARISH COUNCIL MEETING ROOM/OFFICE, 239A PRESTON
ROAD, CLAYTON-LE-WOODS, PRESTON, PR6 7PY**

AGENDA

- 1. APOLOGIES**
- 2. DECLARATION OF INTEREST**
- 3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 23RD MAY 2022**
- 4. MATTERS ARISING**
- 5. NEWSLETTER WINTER 2022**

Budget – decision on online or paper version.
Delivery – solus or shared. Check quote.
Agree timetable for production and distribution
Ideas for items to be included in this edition.

- 6. SOCIAL MEDIA/WEBSITE UPDATE**

Social Media update (Instagram, Twitter and Facebook)

- 7. DATE OF NEXT MEETING**

The next Communications Committee Meeting is to be arranged.
(Suggested to be scheduled for the week of proofing Winter 2022 newsletter.)