

CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE COMMUNICATIONS COMMITTEE
HELD ON WEDNESDAY 5TH APRIL 2023

AT 7.00PM AT CLAYTON-LE-WOODS PARISH COUNCIL OFFICE/MEETING ROOM, 239A PRESTON ROAD, CLAYTON LE WOODS, CHORLEY, PR6 7PY

PRESENT: Councillor Mrs L Farnworth
Councillor Mr S Lowe
Councillor Mr N Whitham

IN ATTENDANCE: Mrs L Gallagher (Administrative Assistant - AA)

	ACTION
<p>23.07 APOLOGIES</p> <p>It was RESOLVED to accept apologies from Cllr Gabbott</p>	
<p>23.08 DECLARATION OF INTEREST</p> <p>There were no declarations of interest.</p>	
<p>23.09 APPROVAL OF MINUTES DATED 2nd NOVEMBER 2022</p> <p>It was RESOLVED to approve the minutes of the meeting held on 5th January 2023 as correct record.</p>	
<p>23.10 SOCIAL MEDIA/WEBSITE UPDATE</p> <p>The Report from the AA on social media engagement figures was received with thanks.</p>	
<p>23.11 SUMMER NEWSLETTER</p> <p>It was RESOLVED to accept the timetable.</p> <p>It was RESOLVED to accept the quote from Green Man Marketing for Shared Delivery of an 8 page newsletter. This resolution will go to Parish Council meeting in April.</p> <p>The Committee requested that the AA prioritise articles about Summer Fair, Cricket Club, Library events. Chill Out Zone, Cuerden Valley, Scarecrow Festival, Defibrillator at the Co-op, small article on the litter pick.</p>	

It was **RESOLVED** for the AA to contact Harry at Green Man Marketing to ask how much he charges for advertising in Friends of Buckshaw Village newsletter and the AA to make a decision on charges based on this.

It was **RESOLVED** for the AA to decide how many adverts to put in the newsletter based on space available and requests for adverts.

23.12 DATE OF NEXT MEETING

The date of the next meeting is to be arranged