

CLAYTON-LE-WOODS PARISH COUNCIL

MINUTES OF THE COMMUNICATIONS COMMITTEE

**HELD ON THURSDAY 25TH MAY 2023 AT 7.00PM AT CLAYTON-LE-WOODS
PARISH COUNCIL OFFICE/MEETING ROOM, 239A PRESTON ROAD, CLAYTON
LE WOODS, CHORLEY, PR6 7PY**

PRESENT: Councillor Mr P Gabbott
Councillor Mr S Lowe
Councillor Mr N Whitham

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

	ACTION
<p>23.13 ELECTION OF CHAIRMAN FOR 2023/24</p> <p>It was RESOLVED to elect Cllr S Lowe as Chairperson for the year 2023/24.</p>	
<p>23.14 APOLOGIES</p> <p>No apologies</p>	
<p>23.15 DECLARATION OF INTEREST</p> <p>There were no declarations of interest.</p>	
<p>23.16 APPROVAL OF MINUTES DATED 5TH APRIL 2023</p> <p>It was RESOLVED to approve the minutes of the meeting held on 5th April 2023 as correct record.</p>	
<p>23.17 SOCIAL MEDIA/WEBSITE UPDATE</p> <p>The Report from the AA on social media engagement figures was received with thanks.</p>	
<p>23.18 SUMMER NEWSLETTER</p> <p>The members confirmed they had read through the draft.</p> <p>Several amendments were suggested and some typing errors were highlighted. These will be sent on an email to Green Man Marketing by the AA today so the newsletter is ready for printing week commencing 29th May 2023 and distribution to be completed 12th June-21st June.</p>	

23.19 DATE OF NEXT MEETING

The date of the next meeting is to be arranged.