

CLAYTON-LE-WOODS PARISH COUNCIL

**COMMUNICATIONS COMMITTEE MEETING
TUESDAY 2nd OCTOBER 2018 AT 8.00PM FOLLOWING ON FROM
ENVIRONMENT COMMITTEE MEETING
AT CHORLEY BUSINESS CENTRE, EUXTON**

AGENDA

- 1. APOLOGIES**
- 2. DECLARATION OF INTEREST**
- 3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 27th MARCH 2018**
- 4. MATTERS ARISING**
- 5. NEWSLETTER REVIEW**
 - Autumn/Winter 2018 Issue
 - Spring/Summer 2019 Issue
- 6. WEBSITE REVIEW**
 - To review contents (prior to the meeting) and make suggestions for improvements
- 7. SOCIAL MEDIA**
 - Media profile and to develop press releases
- 8. CONFIDENTIALITY**
- 9. DATE OF NEXT MEETING**

The next Communications Committee Meeting is to be arranged.