



## COMMUNICATIONS COMMITTEE MEETING

Wednesday 9<sup>th</sup> March 2022

7.30pm am at Conygre Hall, North Road, Timsbury

### MINUTES

	Minutes	Action
<b>Present:</b>	Cllrs. Josie Pownall (Chairing), KC Bradley, Sheila Clarke, David Collett, Liz Casson (Hub Coordinator), Madeleine Potts (Newsletter Editor), Angela Wilson(Clerk)	
<b>Welcome and Apologies</b>	The Chairman welcomed those attending. Apologies: Mary-Anne Ansell	
<b>Minutes of last meeting</b>	Minutes of the last meeting were approved and signed by the Chairman.	
<b>Matters Arising</b>	There were no matters arising from the last meeting.	
<b>Timsbury Newsletter</b>	The Chairman thanked Madeleine for keeping the newsletter going during the difficult times that Covid restrictions had placed. The following items were then discussed: <u>Editing of articles</u> A resident had contacted the Chairman regarding a recent article which appeared to criticise another local organisation. There is a disclaimer in the newsletter stating that views and opinions are those of each individual contributor although Madeleine normally edits articles that are too long or contain items that may be offensive to others. The other organisation had been asked to submit their own article as a response. This had not yet been received. <u>Attracting more contributors</u> The same organisations contribute to the newsletter each month and there was a concern at the lack of new contributors. A discussion took place on how to stimulate more articles. Ideas included councillors asking the new owners of the Seven Stars if they would like to give some background information on how they came to be the new Landords; contacting the sports groups for updates and encouraging other groups to contribute; Speedwatch reports; articles on the history of the village, perhaps highlighting certain buildings. Sheila would contact Terry Fisher and Colin Robinson to see if they would be willing to write articles for the Newsletter. <u>Deadlines for contributions</u> Madeleine was asked if the cut-off date for entries to the magazine could be extended but she explained that this date is set to meet the lead-time for the printers and so could not be changed. It was agreed that this timescale can be problematic but they are very competitively priced and the quality of the finished article is good.	SC

### Financial review

Currently 1000 copies of the Newsletter are printed each month with an average of 40 pages. Both Madeleine's costs and those for delivery are being offset by advertising revenue and we are now close to breaking even for this year.

### Recognising Parish Council support

As the Parish Council supports a lot of activities in the village, for example, Youth Connect SW, Bath Youth for Christ and the Timsbury Library this should be recognised by including the council logo in articles submitted to the newsletter by these organisations.

### **Timsbury Library**

Liz was thanked for her diligence and hard work during the past year. In particular the increasing number of users the library now had.

### Library usage

Liz reported that in January 2022 610 books had been issued. This was a bumper month and B&NES Central Library were very impressed. The meeting congratulated Liz and the volunteers for this accomplishment.

### Attracting new users

The pre-loved school uniforms continue to attract families into the library. However, to increase footfall further the library are going to trial opening on Saturday afternoons 2pm-4pm once a month. Should this prove popular then it will be proposed to the council that this should be made permanent.

### Volunteers

There are currently 13 volunteers of which 2 are bank volunteers who help out when needed. The meeting agreed that the Parish Council should thank the volunteers for their work as the library could not be run without their efforts. It was agreed that a recommendation be put to the next full council meeting that an informal 'get-together' with the volunteers be arranged and that they be thanked in a tangible way. Liz would pass the names of the volunteers to the Chairman who would write an individual letter of appreciation to each of them. Liz to ask Jem (volunteer) if he would write an article for the Newsletter highlighting the work that the volunteers do for the library.

### IT and Computers

The IT issues regarding the internet were now resolved, although it might be useful to consider a third laptop in the future specifically for public use.

### Forthcoming Events

Forthcoming events include the visit of the Reception Class from St Mary's each term, a plant sale in the summer, Gadget Busters to return in the summer and Brownies visiting for their Book Lovers badge.

### **Village Website**

It was agreed that it was difficult to get the public to engage with the site. When it was launched it was anticipated that societies and groups would advertise more on it using the calendar of events but to date this has not happened.

### **Review of Social Media**

It had been suggested at the previous meeting that a Facebook page might be considered for the Parish Council. The website would continue to be the most suitable channel for Parish Council information.

LC/JP

<b>Recommendations to the Parish Council</b>		
The meeting put forward the following recommendation to be considered at the next full council meeting in April 2022.		
“To agree a sum of money to arrange a ‘get-together’ with the library volunteers and to thank them in a tangible way for their hard work towards the success of the library.”		
<b>Next meetings</b>	To be confirmed	Clerk

There being no further business the Chairman closed the meeting at 9.12 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_