



COMMUNICATIONS COMMITTEE MEETING

Monday 19th June 2023
7.30pm at Conygre Hall, North Road, Timsbury

MINUTES

	Minutes	Action
Present:	Cllrs K C Bradley (Chairing), Mary-Anne Ansell, David Collett, Shaun Stephenson-McGall, Josie Pownall . Also, Laura Smith (Co-ordinator of the Timsbury Community Library), Madeleine Potts (Newsletter Editor), Angela Wilson (Clerk)	
1. Welcome and Apologies	The Chairman welcomed those attending.	
2. Minutes of last meeting	Minutes of the last meeting of 17 th October 22 were approved and signed by the Chairman.	
3. Matters Arising	<ul style="list-style-type: none"> The £200 budgeted amount for the library to use for sundry items, if needed, would be held on account until required. A meeting with the YMCA regarding usage of the cafe area has not been convened because, at the current time, the area is only being used on a limited basis. 	
4. Timsbury Newsletter	<p>The Chairman thanked Madeleine for her work on the Newsletter and for attending the meeting.</p> <p><u>Contributions</u> Madeleine advised that more contributions to the newsletter would be welcome. Cllr Pownall had been in contact with both the football club and the cricket club to suggest that the youth teams may wish to submit an article but, to date, this was not forthcoming. Cllr Bradley would contact the sports clubs to see if they would consider regular contributions.</p> <p><u>Advertising</u> The number of advertisers has remained steady in spite of the increases in charges and there has been some interest from new organisations wishing to place adverts. The Clerk will send out quarterly returns to members of the committee showing the number of advertisers each month and the related income.</p>	KC Clerk
5. Co-ordination and Update of the Community Library	Laura was welcomed to her first meeting since being employed as the Co-ordinator of the Timsbury Community Library. She passed around data regarding the library for information and updated members on current and future activities.	
<u>Volunteers</u>	There are currently 12 regular scheduled volunteers.	

<p><u>Library Usage</u></p> <ul style="list-style-type: none"> • Children’s fiction was the highest take-out category per month from the library with the number of total monthly issues following a consistent pattern as for those in previous years. Regular meetings continue to be held between all the libraries and Timsbury compares very favourably. • Posting on Facebook has attracted a wide audience and currently has 345 followers including 9 from the last 28 days. • The quiz put on at Easter was very popular and 22 children took part in the competition. <p><u>Current and Future Activities</u></p> <ul style="list-style-type: none"> • A Lego Club will be held every Thursday during the summer. • An A-board displaying the new library logo and information is now placed outside of the main door during opening hours. • Cuppa and Chat is held in the café area each week and is proving very popular and Knit and Natter continues to be held once a fortnight. • New displays are being implemented in the library in order to stimulate interest, for example, suggested holiday reads. • There will be a summer reading challenge from 8th July and during the next week there will be a visit by pupils from High Littleton school. • The library still stocks pre-loved school uniforms but the take-up by parents is very slow. The school PTA will be approached to see if they would be able to assist with this. <p>6. Village Website</p> <p>The village website does need a refresh to ensure it remains attractive and user-friendly. Cllr Collett will look at how items may be moved around to facilitate this. There was still an issue with a lack of contact details for certain clubs as these were not being kept up to date. Cllr Pownall will try and get a list together of the latest details for the clubs and organisations to update the information on the website.</p> <p>7. Review of Social Media</p> <p>The village website, the newsletter and the notice boards would continue to be the best vehicles for Parish Council information and so it was agreed that this item need not be included on future agendas.</p> <p>8. Recommendations to the Parish Council</p> <p>No recommendations from this meeting were put forward for consideration to the Parish Council but the minutes would be circulated for information. In addition, Cllr Ansell agreed to precis the update from the library for circulation separately. It was agreed that the next meeting would be held in November 23 on a date to be agreed.</p>		<p>DC</p> <p>JP</p> <p>MA</p>
9. Next meetings	To be confirmed	Clerk

There being no further business the Chairman closed the meeting at 8.31 pm

Chairman: _____

Date: _____