

## BROOMFIELD PARISH COUNCIL

You are invited to a meeting of Broomfield Parish Council's Communications Committee to be held on Wednesday 24<sup>th</sup> June 2015 at 7.30 p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield



Mrs K Hurrell  
Clerk to Broomfield Parish Council  
17<sup>th</sup> June 2015

	<b>Public Question Time</b>	
1.	<b>Apologies for absence</b>	
2.	<b>Declarations of Interest</b> <i>All members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it.</i>	
3.	<b>To approve minutes from the last meeting</b>	*
4.	<b>Report from Annual Parish Meeting 22<sup>nd</sup> April 2015:</b>	*
	Post-match analysis of the APM: - how effective was the promotion of the event - suggestions received re future facilities - any other observations from the general public – perusal of completed Communications Forms - reporting to parishioners results from consultation - lessons to be learned for next year's event	
5.	<b>Parish Council Website:</b>	
	- Observations/Comments from Councillors/members of public - cost of flippy book	
6.	<b>Broomfield Times:</b>	
	- content - proof reading - anything to discuss for next issue	
7.	<b>To discuss inauguration &amp; costs of Broomfield Youth Council</b> - contact from Mike Hector – Youth & Community Commissioner/Driver – Council	Essex County
8.	<b>Communication Budget Expenditure:</b>	
	- Report of any expenditure - Requests for approval of expenditure	
9.	<b>Social Media:</b>	
	- how best to communicate with teenagers - any further thoughts	
10.	<b>How to raise the profile of the Parish Council:</b>	
	- To launch a campaign for 6 months i.e. speeding; future facilities; litter problems; reporting of potholes/path defects etc to Essex Highways: <a href="http://www.essexhighways.org/Report-a-problem.aspx">http://www.essexhighways.org/Report-a-problem.aspx</a> - Future Scavenger Hunt - Electronic Signs	
9.	<b>Broomfield Village Hall Noticeboard</b> - use by Communications Committee?	
10.	<b>Any other business for <u>discussion purposes only</u> &amp; referral to next agenda</b>	