UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

##### 

**18 Gladstone Road**

**Chester**

**CH1 4BY**

**01244 399940**

**07584415343**

**Email** [**suzi.a.pollard@btinternet.com**](mailto:suzi.a.pollard@btinternet.com) **or**

[**clerk@uptonbychester.org.uk**](mailto:clerk@uptonbychester.org.uk)

Dear Member,

You are summoned to the Meeting of the Communications Committee to be held at 7.30 pm on Monday 7 January 2018 at Upton Pavilion, Wealstone Lane, Upton, Chester.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend and there will be an 'Open Forum' for 10 minutes at the beginning of the meeting to raise any issues with the Parish Council.

02.01.19 Signed…………………………………………………Clerk to the Parish Council

### AGENDA

### 

1. **APPOLOGIES FOR ABSENCE.**

To receive apologies for absence as reported to the clerk.

**2. DECLARATIONS OF INTEREST.**

To receive any declarations of interest in items on the agenda.

**3. MINUTES OF THE LAST MEETING.**

To approve the Minutes of the meeting held on 15th October 2018.

**4. LAST NEWSLETTER.**

To review the distribution method of the last newsletter and consider any additional action required.

**5. NEWSLETTER SPRING 2019.**

To consider the content of the next newsletter, allocate the articles to be written and agree deadlines.

**6. DATE AND TIME OF THE NEXT MEETING.**

To agree the date and time of the next meeting.