



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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Minutes of the meeting of Upton by Chester and District Parish Council's Communications Committee, held on Monday 22 March 2021, 7.30pm, via Microsoft Teams.

Present: Cllr Tom Egerton-Parry, Cllr J Egerton-Parry, Cllr Evans (Chairman), Cllr Southward and Cllr Walker.

In attendance: Suzi Bull (Clerk/Proper Officer) and 5 members of the public.

1. APOLOGIES FOR ABSENCE.

No apologies for absence were received. All present.

Resolved: noted.

2. DECLARATIONS OF INTEREST.

No declarations of interest were made.

3. MINUTES.

Resolved: The Minutes of the meeting held on 01 February 2021 were confirmed as a correct record and will be signed by the Chairman at the next opportunity.

Proposed by Cllr Walker, seconded by Cllr Jodie Egerton-Parry. All agreed.

4. CLERK'S REPORT.

Resolved: The report from the Clerk was received and noted.

5. NEWSLETTER.

The latest newsletter is complete and sent to print; it will be delivered during the last week of March. An electronic version has been posted on the Parish Council website and social media.

Resolved: positive feedback and comments for improvements regarding the new-look newsletter were noted.

Members of the committee extended thanks to Cllr Walker for his time and professional skills used in creating the newsletter.

6. COMMUNITY ENGAGEMENT MEETINGS.

The first of the new quarterly Community Engagement Meetings has taken place; this was felt to be a good meeting with a frank and useful exchange of views. The summary notes of the meeting are available on the Parish Council website.

Where appropriate, matters raised at the meeting will be added to a Parish Council meeting agenda for further consideration and to agree action.

The next Community Engagement Meeting will be on Thursday 15 April and will also serve as the Annual Parish Meeting.

Resolved: noted.

7. WEBSITE, NEWSLETTER AND SOCIAL MEDIA.

Members considered specific changes to the website to make it more accessible and easier to navigate.

This may include a new home page layout and format such as the inclusion of 'tiles' to access a variety of information and files, rather than the current 'scroll down' style.

Resolved: This issue will be put on the agenda for the next full Parish Council meeting to provide the opportunity for all Members to put forward ideas and comments.

Cllr Walker and Cllr Tom Egerton-Parry will form a working party with the Clerk to draft and implement the approved changes.

Resolved: There will be a further strategic approach to Improvements for the effective use of social media when time allows. The website will be prioritised.

8. DATE AND TIME OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 19 April 2021.