



Bruton Town Council

Minutes of the Communications Committee Meeting held on Tuesday 1st December 2015 in the Bruton Community Office

Present: Councillors: Anderton, Hall and Pawsey
Apologies: Councillor Baker

15/1 Election of Chair

Councillor Anderton was elected as Chair

15/2 Terms of reference

A draft terms of reference was discussed and agreed. It was agreed that the committee would submit this to full Council for confirmation.

Resolution Adopted 3-0-0

15/3 Website

In order for the objectives of the committee to be met, it was agreed that the council section of the website needed improvement. It was noted that Government guidelines suggest that council websites should use a .gov.uk domain. Councillor Anderton agreed to do the required work. It was agreed that the demarcation of roles on brutontown.com with the BCP should be clarified, with the objective that BCP should be responsible for content and maintenance of the non-Council areas.

Resolution Adopted 3-0-0

15/4 Newsletter

After discussion it was agreed that a trial newsletter should be published, linked to a specific issue requiring consultation – perhaps Jubilee Park – rather than committing to regular publication. The option of supporting additional distribution of The Dove was considered unlikely to be able to meet our requirements.

Resolution Adopted 3-0-0

15/5 Bruton Media Group

Councillor Anderton suggested that there would be some advantages in attempting to convene a group of the various media owners in Bruton, with a view to avoiding duplication of effort in compiling calendars and directories of businesses and services.

Resolution Adopted 3-0-0

15/6 Finance requirements

As there was only one newsletter planned, it was agreed that the budget requested by the Communications Committee could be reduced from the draft £3,000 to £1,000.

Resolution Adopted 3-0-0

With no further business the meeting closed at 8pm.

Members of the Council considered these matters in the exercise of their functions: Equal opportunities (race, gender, sexual orientation, marital status and any disability): Crime and Disorder, Health and Safety and Human Rights.

Action Points

1. Add Terms of Reference to full Council agenda – Clerk
2. Create Council website area – SA
3. Meet with BCP re: website – SA
4. Convene meeting with Bruton media owners – SA
5. Revise budget request with Finance Committee – SA