

# Modbury Parish Council

## Communications Committee

### Minutes of the meeting held in the Parish Office at 5.00pm on 27<sup>th</sup> May 2021

In Attendance: Margaret Middleton(MM)  
Colin Whybrow (CW)  
John Harvey (JH)  
Sally Smale (Parish Clerk)

1. Apologies:

Apologies had been received from Jo Woodcock. MM apologised for not inviting Kate Tyler as agreed at a previous meeting.

2. Modbury Messenger

The following comments had been received from Chris Barnes prior to the meeting.

- Thanks to the kind donation from Modbury Parish Council and a Covid grant from SHDC, the Modbury Messenger Finances are on a more even keel and we are continuing to try to find more advertising to replace that lost during Covid and hope a number of other business will readvertise as they come out of lockdown.
- We are away for the June Council meeting consequently would anyone be interesting in writing the Council report or we can write the report by summarising the Draft Minutes as Sally gets them out in a timely manner.
- Please could the Parish Council give us as much notice as possible if they foresee the need for additional pages for the Messenger e.g., Neighbourhood Plan.

JH reported that the public are not aware of who the Parish Councillors are, and suggested that the names and contact details of the councillors should appear in the next issue of the Modbury Messenger

***The Parish Clerk will get this information to the Modbury Messenger CIC for insertion asap.***

CW stated that there is still some confusion regarding charges made by the Messenger for Parish Council insertions.

Minute 2 of the 28<sup>th</sup> January meeting reads; -

‘He (Chris Barnes) advised that whilst the Messenger was happy to continue to insert the full-page monthly report from the Parish Council meeting, and the half page contact details for County & District Councillors free of charge, any further inserts from the Parish Council may be charged for’

CW remarked that items for the Messenger were primarily editorial, content that is needed for such a publication (larger publications make use of reporters to supply local news stories) to make it an interesting read rather than a directory for traders and other businesses.

***It was agreed to seek clarification from Modbury Messenger and our own Finance Committee regarding Advertising/information budgets.***

### 3. Website

For a second year, the recent audit carried out by Alison Marshall- (Local Council Administrative Services) commented thus

‘the current Modbury PC website is not easy to use, is time consuming and information is not always easy to find’

Notwithstanding this comment the subject of the website has been discussed for the last three years since its launch and it has become clear that action needs to be taken.

CW had provided a comprehensive overview of the current MPC website and suggestions for what should be included (See attached Appendix 1)

MM had provided similar and a suggestion for moving forward. (Appendix 2)

The Parish Clerk had previously emailed a proposal for a new website based on the Diptford Parish Council website (which she manages and updates on a regular basis following full training)

A full discussion took place regarding what was required now and in the near future i.e. The Devon Carbon Plan. Additionally, it was noted that the Tourist Information Centre now had a new website primarily for visitors, and all that is needed is a link to this site from the Parish Council site’

***It is recommended that we seek to have a new website, fully controlled by the Parish Clerk, and probably one other councillor, at a cost of circa £550 including training plus £80 + VAT for website hosting service, the CMS licence fee and the SSL certificate for secure connection.***

***Parish Clerk to seek what grants may be available***

Social media sites are active and being used successfully to promote meetings, highways issues, council vacancies etc

### 4 Notice Board

MM reported that the Community Notice Board has been repaired, with the Perspex replaced, and to date showing no water ingress despite the recent torrential rain.

CW/MM to seek information from Burda Gage regarding the larger wooden notice board opposite, adjacent to Poundwell bungalows, which used to contain all the local walks which are now in the Community Notice Board.

The Parish Council notice board (on the Post Office wall) now needs attention.

***MM to purchase white Hammerite to repaint all sections and remove rust areas. Smaller magnets to be sourced to secure notices***

### 5. Office Window and Display

The window display notice boards are in place and seem to be a success.

MM & CW to revisit to leaflet racking which is outstanding

### 7. Date of Next Meeting

TBA

Meeting closed at 6.50pm