**** **North Hinksey Parish Council**

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**A Meeting of the Communications Committee is** **to**

**be held on Thursday 9th of February 2023 at 7pm in the**

**Seacourt Hall and via video conference**

Members of the public and press are encouraged to attend the above meeting in person but may also attend by video conference. Please note that this meeting will be recorded.

Questions from Members of the Public should be submitted to [clerk@northhinksey-pc.gov.uk](mailto:clerk@northhinksey-pc.gov.uk) by 7pm on Monday the 6th of February 3, 2023.

To view the meeting from a computer, tablet or smartphone, use this link:  <https://us02web.zoom.us/j/86876114930>?

Alternatively go to the zoom website (zoom.us),

click ‘join a meeting’, and enter Meeting ID: 868 7611 4930

You will also be prompted to enter the following passcode: **120257**

To listen by telephone (including mobiles), dial: +44 **203 901 7895**Papers for the meeting can be viewed at this link: [**DROPBOX**](https://www.dropbox.com/sh/x4muxikqfini90a/AADynay9_nzXO410h9iZM2hma?dl=0)

Linda Morrison Allsopp

Linda Morrison Allsopp Clerk to the Parish Council 3rd February 2023

#### Agenda

1. Apologies for Absence.
2. Approval of the Minutes of the Communications Committee Meeting of 1st of December 2022.
3. Declarations of Interest in Items on the Agenda.
4. Questions from Members of the Public.
5. Website Reports. *Paper 1*
6. Annual Newsletter to: *Paper 2*
7. Discuss and agree final content and design of paper newsletter  (draft to be circulated)
8. Discuss and agree final content of newsletter  (draft to be circulated)
9. Discuss and agree a print quote for the newsletter.
10. Agree a proposed delivery plan for the printed newsletter for submission to full council on the 23rd of February 2023.
11. Discuss and agree delivery mechanism and promotion plan for the e-newsletter.
12. Implementation of council name change on the Website.
13. GDPR – for committee to note no further progress on training.
14. Date of next scheduled meeting: Thursday 25th May 2023 at 7pm in the Seacourt Hall. To be confirmed by the new Council at the Annual Parish Council Meeting.