

Minutes of the Communications Committee Meeting held Tuesday 14th November 2023 at 10.00am, The Loft, Dersingham Village Centre.

Present: Cllrs Coral Shepherd (Chairman) Tony Bubb, and Mike Shepherd.

In attendance: Jo Halpin Jones (Editor), Mrs Geraldine Scanlon (Assistant Business Manager (ABM) & Minute taker) Mr Stephen Martyn.

370 Apologies for Absence – Cllr Jordan Stokes and Mr Rob Smyth

371 Declaration of interest and requests for dispensation in any of the agenda items listed - None received.

372 Open meeting to allow public participation – None present.

373 Budget Setting 2024/25

Committee discussed each budget code for both Income and Expenditure.
With the following outcomes:

Income

605	Advertisement Village Voice	Increase to £12,000.00
630	Platinum Jubilee	To be set to Nil

Expenditure

6015	Postage Village Voice	To be set to Nil
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Deferred for further information

6030 Website - Item deferred for further information to ascertain costs incurred when new website is established. This item will also be discussed by Staffing Committee regarding the ABM involvement of information migration from the current website to the new PC website once established.

All other budgets to remain the same for 2024/25.

374 Correspondence – None received

375 Items for inclusion on the next agenda

Cllr C Shepherd asked committee members to notify the ABM of any agenda items.

376 Date of next meeting

Wednesday 3rd January 2024 6.30pm in The Loft, Village Centre

With no further business the meeting was closed at 10.55am

Action points:

Cllr C Shepherd.

- To contact Mr Signs regarding replacement noticeboard for co-op.
- To contact Hugo Fox regarding the new Parish Council website
- To contact Tropics regarding the 6th June 2024 80th D Day anniversary, as per minute 366

Cllr M Shepherd

- To liaise with Mr Martyn regarding PC document storage as per minute 362

ABM

- Create a new FB account as per minute 352
- Send updated distribution list to Clanpress