

# MAGOR WITH UNDY COMMUNITY COUNCIL

## Communication & Community Liaison Committee

### Minutes of Meeting held on Monday 25<sup>th</sup> June 2018 at 6.30pm at Ebenezer Baptist Chapel Main Hall

**Committee Members Present:** Cllr M Boyland (Chair), Cllr D James,  
Cllr N Baicher, Cllr S Bailey, Cllr A Boyland,  
Cllr J Cook

**Other Councillors in Attendance:** Cllr Plow, Cllr S Raggett

**In Attendance:** Alison Sandiford (AS), Catherine Baker (CB)

Min  
2018/2019

#### **001 Chair's Announcements**

- The chair welcomed and introduced CB to the meeting
- The upgrade to the council's website had recently gone live and he was currently working with CB and Vision ICT to bring it up to date to ensure compliance and accessibility for mobile device users. *Cllr D James thanked the chair for his efforts.*

#### **002 Apologies**

None

#### **003 To elect a chair for the year 2018/2019**

Cllr D James nominated Cllr M Boyland, seconded by Cllr S Bailey. There were no other nominations.

**Resolved:** To elect Cllr M Boyland as chair for the year 2018/2019.

#### **004 To elect a vice chair for the year 2018/2019**

Cllr A Boyland nominated Cllr D James, seconded by Cllr S Bailey. There were no other nominations.

**Resolved:** To elect Cllr D James as vice chair for the year 2018/2019.

#### **005 Declarations of Interest in items on the Agenda**

None

#### **006 To Adopt the Minutes of the last Committee Meeting held 8th March 2018 [attached] a) Chair to sign the minutes**

The minutes were approved and duly signed by the chair.

## 007 Newsletter

The chair outlined council's Spring newsletter following its decision not to publish in The Villager. Members considered the newsletter a success, despite a few delivery issues in remote areas. The committee discussed and agreed going forward in the same format for its next publication with additional copies of the newsletter to be made available from willing local shops and businesses.

Items for inclusion were discussed and agreed:

- Flowers in Magor Square
- Office update
- Attendance graph
- Partnership projects - Magor Action Group on Rail (MAGOR), Magor with Undy Community Hub (MUCH) and the newly formed Magor & Undy Crime Prevention Panel (CPP)
- Planned works – Procurator's House, War Memorial, Multi Use Games Area (MUGA)
- Updated website
- Mon CC Hub

**Resolved:** For CB to produce a draft newsletter for consideration at the next meeting of the committee.

## 008 Daytime meetings

Members discussed council's decision to trial daytime meetings following requests from residents and council members. A slight increase in public attendance at each meeting was noted and it was agreed to recommend to council to continue the trial by holding every fourth meeting during the day.

**Resolved:** To recommend to council to continue to trial daytime meetings by holding every fourth council meeting during the day.

## 009 Social Media Policy [[link attached](#)]

The chair referred to council's Social Media Policy and requested permission from the committee to be given full administrator rights for council's website and Face Book page to enable monitoring of the sites in the absence of the clerk.

It was stated that One Voice Wales (OVW) offered a training module in social media, which would benefit council members. It was requested if further information and costs could be obtained from OVW.

**Resolved:** To permit Cllr M Boyland full administrator rights to council's website and Face Book page in the absence of the clerk and to request information on bespoke and modular social media training from OVW.

**010 Community engagement survey**

The chair requested the committee consider undertaking another community engagement survey as per the Survey Monkey questionnaire carried out in 2015. Members fully supported the request and following assurances that paper copies would be widely available for those who did not have access to a computer or wish to complete the survey online it was agreed to repeat the 2015 questionnaire.

**Resolved:** That Cllr M Boyland reset the Survey Monkey password and account to allow for a new survey monkey questionnaire to be undertaken using the same questions as per the 2015 survey.

**011 It was resolved to hold the next meeting of the committee at 6pm on 23<sup>rd</sup> July 2017**

The meeting closed at 7.22pm

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Chair/Vice Chair