

LISKEARD TOWN COUNCIL

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Steve Vinson
Town Clerk
3/5 West Street
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1 October 2015

Dear Councillor

TAKE NOTICE THAT the monthly meeting of the COMMUNICATION and ENGAGEMENT COMMITTEE will be held in the Council Chamber at 7.30 pm on **TUESDAY 6 OCTOBER 2015** which you are hereby summoned to attend.

Yours faithfully

Steve Vinson

TOWN CLERK

The Chairman will advise those present of Housekeeping matters

Members of the public are invited to attend and take part in the meeting where included on the agenda

AGENDA

1. To receive Apologies
2. To receive declarations of Members' Interests, Registerable or Non Registerable
3. To confirm the Minutes of the meeting held at 7.30 pm in the Council Chamber on Tuesday 1 September 2015 as a true record of the meeting
4. To receive an update about progress of resolutions from the last meeting of the Communication and Engagement Committee on 1 September 2015 and the Clerk's Report.
5. Public participation
6. To receive and discuss the Committee Budget to 30 September 2015
7. Social Media – Facebook Page - To consider social media recommendations to full Council:

- a. to consider the establishment and operation of Council Facebook page
 - b. Social media policy (attached) to consider and recommend to Council to adopt the Social media policy.
8. Work Programme – to consider the results of the public consultation on the Council’s aims and objectives. To discuss items for inclusion in the committee’s Work Programme in relation to the draft aims and objectives. To consider whether the committee should set a 3 year work programme.
9. Town Centre Planting Update – Visit to Browns
10. The Town Crier – update – November Committee to discuss potential arrangements for revising the format for the future production of Town Council literature.
11. TIC reports - (attached)
- a). Activity Report
 - b). Vacancy Recruitment – job description and person specification attached and progress.
 - c). Vote of Thanks to Clare Trudgeon.
 - d). Opening Times – Revised Opening Times to consider new arrangements.
12. Town Centre Leaflet –
- a). to discuss the contents for the town centre leaflet
 - b). to consider the need to reprint more heritage train leaflets.
13. Correspondence - none
14. Date of Next Meeting Tuesday 3 November 2015
15. Part II. Exclusion of the Press and Public to discuss confidential matters.

The Confidential minutes of the communication and Engagement Committee meeting held on Tuesday 1 September 2015.

