

LISKEARD TOWN COUNCIL

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Steve Vinson
Town Clerk
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28 February 2018

COMMUNICATIONS AND ENGAGEMENT COMMITTEE **TUESDAY 6 MARCH 2018 AT 7.30 PM** **TO BE HELD IN THE MAYOR'S PARLOUR AT THE PUBLIC HALL**

Members of the public are invited to attend and take part in the meeting

The Chairman will advise those present of Housekeeping matters

AGENDA

1. Apologies

2. Declarations of Members' Interests, Registerable and Non-Registerable

3. Minutes of Previous Meeting

To confirm the Minutes of the Committee meeting held at 7.30pm in the Long Room on Tuesday 9 January 2018 as a true record of the meeting.

4. Public Participation

5. Support Services Manager's Report

To receive an update on progress of resolutions from the last meeting of the Communication and Engagement Committee on 9 January 2018

6. Budget Update

To receive the updated budget to 31 January 2018

7. Museum Report

- a) To receive the report from the Museum Management Committee (MMC)
- b) To receive the museum budget report to 31 January 2018
- c) To update on the progress towards the recruitment of a new temporary museum coordinator

8. Tourist Information Centre (TIC) Report

To receive the TIC report

9. Events

To receive an update on forthcoming events:

- Community Fair 24 March 2018 (meeting notes attached)
- Annual Town Meeting 19 April 2018
- Mayor Choosing 16 May 2018
- Beating the Bounds May/June 2018

- Liskeard Show 14 July 2018
- Liskeard Unlocked 13 – 16 September 2018 (meeting notes attached)

10. Website

To agree an approach to the review of support for the websites, including updates and search engine optimisation

11. Social Media

- To review the Liskeard Town Council Social Media policy
- To decide whether to use further social media channels

12. Youth Provision Survey

To report on progress so far and set up a working group to carry this forward

13. Liskeard town and museum leaflet distribution

To arrange distribution of leaflets to key drop off points

14. Signage

- To confirm the selection of a contractor to design and manufacture the new Pipewell sign
- To receive the notes from the working group meeting on 26 January

15. Murals

To receive an update on the murals projects

16. Liskeard Arts and Media Body (LAMB)

To receive an update on the project

17. Community Emergency Plan

To receive an update and note the date of the next meeting on Wednesday 28 March 2018

18. Attracting Businesses

To receive the notes from the working group meeting and note the updating of the website and production of a pack

19. Correspondence

20. Date of Next Meeting

The next meeting of the Communications and Engagement Committee will be on Tuesday 1 May 2018

TOWN CLERK
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