

Minutes of the meeting of **Cainscross Parish Council's Communications and Policy Committee** held on Monday 12th February 2018 at 7pm at Cainscross Parish Council office, 39 Westward Road, Cainscross, Stroud.

Present: Councillors Kim Cordon (Chair)
 Eileen Berry
 Roger Cordon
 Adrian Cross
 Angela Halling(Vice-Chair)
 Keith Mace
 Neil Watkins



Administration Assistant Sally Jones

- CC1/18 To receive any apologies
None
- CC2/18 To receive any declarations of interest
None
- CC3/18 To approve the minutes of the last meeting
The minutes of the last meeting held on the 13th November were approved as a correct record and duly signed.
- CC4/18 To receive any representations from members of the public
None
- CC5/18 To consider and make recommendations for the following updated policies
- **Adopt New Social Media Policy**
After due discussion Councillor E Berry proposed that the policy be recommended to Full Council for adoption. This was seconded by Councillor R Cordon and carried with all in favour.
 - **Adopt a New Health & Safety Policy**
After due discussion Councillor Mace proposed that the policy be recommended to Full Council for adoption. This was seconded by Councillor Halling and carried with all in favour.
 - **Approve updated Training Policy**
After due discussion Councillor R Cordon proposed that the policy be recommended to Full Council for adoption. This was seconded by Councillor Halling and carried with all in favour.

- CC6/18 To discuss and confirm advertising costs for Four Wards
After due discussion Councillor Cross proposed that the pricing structure remained the same as currently. This was seconded by Councillor R Cordon and carried with all in favour.
- CC7/18 To discuss articles and consider the production time line for the Spring Four Wards
The Administration Assistant advised the councillors of the articles received so far and local business's wishing to advertise. Councillor Mace suggested a quiz on the local area and was happy to arrange this. Councillor Watkins suggested that it would be nice to see an old photograph of the area as the front cover, subject to copyright. The Prince of Wales has recently reopened and also Woody's. The councillors felt it was important to keep a balance between articles and advertisements in future Four Wards.
- CC8/18 To confirm the date and time of the next committee meeting
The next meeting will be held on Monday 12th March 2018 at 7pm.

Signed 

Dated 12.3.18

Actions

CC5/18	Add Social Media Policy, Health & Safety Policy and Training Policy to the Full Council meeting on the 26 th February for approval	Admin Assistant
CC6/18	To update pricing list	Admin Assistant
CC7/18	Quiz for Four Wards	Cllr. Mace
CC7/18	Photographs/articles for Four Wards by 25 th February	Councillors