



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE PUBLIC RELATIONS COMMITTEE (Councillors D Knights, N Davis, I Pearce, A Ball, M Walsh, J Coombs, I McLauchlan and A Ball)

Dear Councillor,

You are summoned to attend a meeting of the **Public Relations Committee** to be held at **The Princes Centre, Clifford Road, Princes Risborough** on **Tuesday 16th April 2019 at 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths
Clerk to the Town Council
10th April 2019

AGENDA

- 1. Welcome and Apologies for Absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.
- 2. Acceptance of [minutes](#) Previous Meeting of the 15th January 2019**
To receive and approve as a correct record the minutes of the Public Relations meeting held on the 15th January 2019.
- 3. Declarations of Interest and Dispensations**
To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.
 - i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
 - ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).
- 4. Correspondence**
To discuss and decide on the response to correspondence received at the Town Council relating to the Public Relations Committee
- 5. Festival Promotion 2019**
To discuss and decide on external advertising for the Festival 2019
To discuss and decide on a supplementary leaflet advertising children's activities at the Festival 2019
- 6. Crosstalk**
To discuss and decide on the content of the next addition of Crosstalk

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7. Social Media

To approve the use of Snapchat for Princes Risborough Town Council as per the Media Policy adopted January 2019

To approve the use of Instagram for the Farmers Market as per the Media Policy adopted January 2019

8. Future Agenda Items

To receive items to be included in the next agenda that fall under the remit of this Committee

9. Date of next meeting

To note the date of the next meeting

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND