

**PUBLIC RELATIONS
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE PUBLIC RELATIONS COMMITTEE HELD ON
TUESDAY 9th January 2018 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Cllr. Ball, Cllr. Davis, Cllr. Walsh, Cllr. Coombs, Cllr. Knights, Cllr. Roberts Cllr. Roberts
Kirsty Pope (Deputy Clerk), Nicola Mackinnon (Events and Communications Assistant)

1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

Resolved: To receive, note and accept the following apologies from Councillors for non-attendance at the meeting.

Apologies received from Cllr. McLauchlan due to work commitments.

2. MINUTES

Resolved: To agree the minutes of the PR Committee meeting held on the 3rd October. Signed as a true record.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. RESPONSES TO CORRESPONDENCE RECEIVED AT THE PR COMMITTEE

None received

5. CONTENT OF CROSSTALKS NEXT ISSUE

The following articles were agreed to be included in the next issue:

Thursday market promotion, Councillor vacancy, Springtime in the town, Update on lighting Precept 2018/19, meeting room hire at the Market House, update on local plan, parking review phase 2 update, Christmas Lights Switch On, Risborough Rangers garage, advert for new Maintenance Team member.

The Deputy Clerk is requested to circulate dates in order for the newsletter to be distributed mid February.

KP

6. ON NABMA HEALTH CHECK FOR THURSDAYS MARKET

The document was circulated prior to the meeting and Cllr.Turner summarised the points made.

Cllr Turner expressed his disappointment that they had suggested things that the members had already expressed to them that were difficult or impossible to do. For example unable to change the day or location of the market due to too much disruption and financial implications. However, the point made on the balance of trade policy is eminently sensible.

The following ideas were discussed;

Banner to be placed in the Town to advertise the market, the office should actively promote the market on the Town Council Twitter feed and other social media platforms. The market should have a prominent place on the new Town Council website and we should try to encourage the benefits of shopping locally. Details about the market to be included in the next Crosstalk. It was agreed that we should contact Arriva with a view to advertising.

Cllr Coombs suggested bringing in an activity that would appeal to families ie, animal attractions during school holidays

Cllr Davis suggested that the committee try to create a brand/campaign for the Market.

Cllr Coombs suggested that we create a flyer that we could give to the traders for them to hand out at other events.

NM/KP

7. ON PROMOTING THE MARKET HOUSE MEETING ROOM

Resolved: for an email to be sent out to local organisations with details on hiring the meeting room. Cllr Davis agreed to take some action shot photos of the meeting room in use; it was suggested that Councillors and friends stand in for the photos to be taken one Saturday. The office is requested to pull together a list of possible organisations for the mailing. **NM/ND**

8. ON MERGING THE PR COMMITTEE WITH THE EVENTS COMMITTEE

Resolved: it was agreed not to merge the committees.

It was agreed that the events meeting should take place first, followed by the P/R meeting.

9. TO DISCUSS AND DECIDE ON A HERITAGE TRAIL

The councillors discussed and agreed that with the possible expansion of the town we should take steps to protect the heritage.

Resolved: for a working group to be set up, lead by Cllr Knights.

It was agreed that if it was possible, the trail would be launched at the Chiltern Heritage Festival (22 Sept – 7 Oct).

DK

10. AGENDA ITEMS FOR NEXT MEETING

TBA

11. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DISCUSS AND DECIDE ON A NEW WEBSITE SUPPLIER

Cllr Walsh proposed to pass a resolution to exclude the public and press in accordance with section (12) of the public bodies (admission to meetings) act 1960. **All present agreed.**

12. DATE OF NEXT MEETING

The next meeting of the Committee is TBA.

There being no further business to discuss, the meeting closed at 8.35pm

Chairman Date