**NOTES OF THE WORKING GROUP MEETING OF THE ABOVE COUNCIL HELD ON 21ST OCTOBER**

 **IN ST MARY’S COMMUNITY CENTRE, STARTING AT 6.30PM**

**01/19C To note those present** and list any apologies for absence

**Councillors: P Goodwin, J Martin, J Seaton, A Dean, C Mendes and M Sylvester. Also present was the Locum Clerk.**

**There were no apologies**

**02/19C To declare** any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI’s) or a Voluntary Interest relating to items on the agenda.

There were none declared.

**03/19C To Elect** Lead/Chairman

It was agreed that C Mendes would lead until a formal Committee meeting was held, and a Chairman could be appointed.

**04/19C To consider and agree**

a)How often the committee will meet

b) Dates for future meetings

The two headings listed above produced a lengthy debate on the following

* Would need to have delegated powers to spend, as communications are time sensitive and a delay to refer to full council could miss opportunities for the council and residents alike.
* A budget would be required and the Proper Officer (Clerk) would have to sign off the content of articles to ensure they do not breach any rules or regulations or go over budget.
* Communications should include both external factors and within the council between each other and the Clerk.
* Need the website properly up and running.
* Ned to consider the various social platforms available
* Emails with gov. needs to be considered to prevent councillors having to use their own email addresses.
* Meetings could be arranged monthly as a proper committee and the use of working groups could be used to take urgent items forward**.**

**05/19C To consider** the use of social media platforms

This was included in the above debate, but more information is required.

Noted that the council and comms committee should not rely only on internet and social platforms but issue Newsletters as not everyone is on the internet – content, type etc. to be agreed later.

**06/19C To put forward** items for the next meeting

None were agreed at this time.

 **07/19C Date of next meeting & Close**

There being no further business the meeting closed at 8.30pm